



AGENDA COMMON COUNCIL

Tuesday, June 3, 2014

To immediately follow the 6:30 p.m. Committee of the Whole meeting
Common Council Chambers, 224 East Jefferson Street

Mayor Robert Miller
Robert Prailes, Alderman, 1st District
Edward Johnson, Alderman, 1st District
Peter Hintz, Council President & Alderman, 2nd District
Ruth Dawidziak, Alderman, 2nd District
Tom Vos, Alderman, 3rd District
Jon Schultz, Alderman, 3rd District
Tom Preusker, Alderman, 4th District
Todd Bauman, Alderman, 4th District

1. Roll Call
2. Pledge of Allegiance to the Flag
3. Citizen Comments
4. Chamber of Commerce Representative
5. Approval of the Common Council minutes for May 20, 2014 (*J. Schultz*)
6. Letters and Communications: None
7. Reports by Aldermanic Representatives and Department Heads
8. Reports 1-5 (*T. Preusker*)
9. Payment of Vouchers (*T. Bauman*)
10. Licenses and Permits (*R. Prailes*)
11. Appointments and Nominations: None
12. **PUBLIC HEARINGS:**
 - A. A Public Hearing to hear comments and concerns from the public regarding the creation of Section 315-31F(4) to allow a rear yard setback of no less than 15 feet in the M-2 General Manufacturing District when a parcel abuts another M-2 General Manufacturing District parcel and to amend Appendix A to reflect the same. (*E. Johnson*)

13. **RESOLUTIONS:**

- A. Resolution 4672(6) to approve an Engagement Letter with Patrick Romenesko for a Single Audit of the Clean Water Fund Loan. This item was discussed at the May 20, 2014 Committee of the Whole meeting. (*P. Hintz*)
- B. Resolution 4673(7) to approve Task Order Ninety-Six with Kapur & Associates for the design and construction management of the west side watermain and sanitary sewer survey extension in the amount of \$296,039. This item was discussed at the May 20, 2014 Committee of the Whole meeting. (*R. Dawidziak*)
- C. Resolution 4674(8) to approve Contract Change Order Number Four with Staab Construction, Inc. for the Phase Two Wastewater Treatment Plant Upgrades and Improvements Project for a credit of \$80,181. This item was discussed at the May 20, 2014 Committee of the Whole meeting. (*T. Vos*)
- D. Resolution 4675(9) to approve a Fill-In Staffing Program for full-time fire engineers with the Burlington Fire Department. This item was discussed at the May 20, 2014 Committee of the Whole meeting. (*J. Schultz*)
- E. Resolution 4676(10) to approve an Internship Program with the Burlington Fire Department. This item was discussed at the May 20, 2014 Committee of the Whole meeting. (*T. Preusker*)

14. **ORDINANCES:**

- A. Ordinance 1982(1) to amend Section 315-31F “Setback and Yards” in the Municipal Code decrease the rear yard setback to 15 feet in M-2, General Manufacturing Districts when a parcel abuts another M-2 zoned parcel. This item was discussed at the May 20, 2014 Committee of the Whole meeting. (*T. Bauman*)
- B. Ordinance 1983(2) to amend the Aldermanic Ward designation for annexed property at 5421 Mormon Road. This item was discussed at the May 20, 2014 Committee of the Whole meeting. (*R. Prailes*)
- C. Ordinance 1984(3) to amend the Racine County Multi-Jurisdictional Comprehensive Plan for property located at 5421 Mormon Road from Medium-Density Residential and Primary Environmental Corridor to Industrial and Primary Environmental Corridor. This item is scheduled for the June 3, 2014 Common Council meeting for consideration. (*E. Johnson*)

15. **MOTIONS:**

None.

16. **ADJOURNMENT** (*P. Hintz*)

Note: If you are disabled and have accessibility needs or need information interpreted for you, please call the City Clerk's Office at 262-342-1161 at least 24 hours prior to the meeting.



CITY OF BURLINGTON

Administration Department

300 N. Pine Street, Burlington, WI, 53105

(262) 342-1161 – (262) 763-3474 fax

www.burlington-wi.gov

Common Council Agenda Item Number: S	Date: June 3, 2014
Submitted By: Diahnn Halbach, City Clerk	Subject: Meeting Minutes

Details:

Attached please find the Minutes from the May 20, 2014 Common Council meeting. Staff recommends approval of these Minutes.

Options & Alternatives:

N/A

Financial Remarks:

None.

Executive Action:

Staff recommends that the Common Council approve these Minutes at the June 3, 2014 Common Council meeting.



CITY OF BURLINGTON
Official Minutes of the Common Council
Robert Miller, Mayor
Diahnn C. Halbach, City Clerk
Tuesday, May 20, 2014

1. Call To Order – Roll Call

Mayor Robert Miller called the meeting to order at 7:29 p.m. starting with roll call. Aldermen present: Bob Prailes, Ed Johnson, Peter Hintz, Ruth Dawidziak, Tom Vos, Tom Preusker, Jon Schultz and Todd Bauman. Student representative present: Joe Nguyen. Student representative absent: Sam Joski.

Also present: City Administrator Kevin Lahner, City Attorney John Bjelajac, Police Chief Peter Nimmer, Fire Chief Perry Howard, Public Works Director Craig Workman, Director of Administrative Services Megan Watkins, Library Director Gayle Falk, and Tom Foht of Kapur & Associates.

2. Pledge of Allegiance

3. Citizen Comments

There were none.

4. Chamber of Commerce

Chamber representative, Jeff Koenen, spoke about the Chambers “Shop and Buy Local” promotion in which a \$10 card, which is valued at approximately \$300, can be purchased and redeemed to support local businesses.

5. Approval of the City Council Minutes for May 6, 2014

A motion was made by Dawidziak with a second by Johnson to approve the Council Minutes from May 6, 2014. With all in favor, the motion carried.

6. Letters and Communications

There were none.

7. Reports by Aldermanic Representatives and Department Heads

Hintz reported on the results of the survey for National Library Week as well as mentioned the success of the turnout for the 100th Anniversary Celebration of the Lincoln Statue held on Sunday May 18, 2014.

Prailes encouraged everyone to attend the 2014 Chocolate Fest.

Lahner promoted the new Pedestrian Awareness brochures that would be available at local businesses and thanked Megan Watkins for all the work she did on them. Lahner also encouraged attendance to the Racine County Economic Development Corporation (RCEDC) 31st Annual Anniversary Celebration on June 4, 2014 from 4:30 – 7:30 p.m.

Chief Nimmer reviewed the police departments 2013 Annual Report.

Mayor Miller announced that the Landmark Credit Union groundbreaking would take place on June 3, 2014 at 2:00 p.m. Mayor then announced that this was the last meeting for the student representatives

to attend for the season and thanked them for volunteering. Finally, Mayor reminded everyone of the upcoming Memorial Day parade. Dawidziak volunteered her and her family to carry the city banner.

Jeff Koenen, 2nd Lieutenant of the Burlington Rescue Squad talked about the Ride-A-Long program and encouraged participation.

There were no further reports.

8. Reports 1-3

A motion to approve Reports 1-3 was made by Vos with a second by Preusker. With all in favor the motion carried.

9. Payment of Vouchers

A motion was made by Schultz with a second by Hintz to approve vouchers, pre-pays and reimbursements in the amount of \$228,369.61.

Roll Call Aye: Prailes, Johnson, Hintz, Dawidziak, Vos, Schultz, Preusker and Bauman. Nay: None. Motion carried 8-0.

10. Licenses and Permits

A motion was made by Preusker with a second by Prailes to approve the submitted requests for licenses and permits as presented. With all in favor, the motion carried.

11. Appointments and Nominations

There were none.

12. Public Hearings

A Public Hearing regarding to hear comments and concerns from the public regarding a request to amend the Racine Count Multi-Jurisdictional Comprehensive Plan for property located at 5421 Mormon Road.

Mayor Miller called the Public Hearing to order at 7:50 p.m. and opened up to the public for discussion.

There was no discussion.

A motion to close the public hearing was made by Bauman and a second by Vos. With all in favor, the motion carried. Mayor Miller declared the closing of the Public Hearing at 7:51 p.m.

13. Resolutions

A. Resolution 4667(1) to consider approving an Engagement Letter of Agreement with Ehlers and Associates, Inc. to provide Tax Incremental Financing services in the not-to-exceed amount of \$22,500.

A request for a second reading and a motion to approve was made by Vos with a second by Johnson.

Roll Call Aye: Prailes, Johnson, Hintz, Dawidziak, Vos, Schultz, Preusker and Bauman. Nay: None. Motion carried 8-0.

14. Ordinances

There were none.

15. Motions

A. **Motion 14-775** to consider approving the annual insurance renewal with Zarek Insurance.

A request for a second reading and a motion to approve was made by Johnson with a second by Bauman.

Roll Call Aye: Johnson, Hintz, Dawidziak, Vos, Schultz, Preusker and Bauman. Nay: Prailes.
Motion carried 7-0.

16. Adjourn

A motion was made by Hintz with a second by Dawidziak to adjourn the meeting. With all in favor, the meeting adjourned at 7:54 p.m.

Meeting Minutes Respectfully Submitted by:

A handwritten signature in cursive script, reading "Diahn C. Halbach", is written over a horizontal line.

Diahn C. Halbach
City Clerk
City of Burlington
Racine and Walworth Counties



CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Agenda Item Number: 8	Date: June 3, 2014
Submitted By: City Staff	Subject: Reports 1-5

Details:

Attached please find the following reports:

- Report 1 – Burlington Housing Authority Annual Meeting minutes, May 16, 2013
- Report 2 – Burlington Housing Authority minutes, April 17, 2014
- Report 3 – Park Board minutes, April 17, 2014
- Report 4 – Library Board minutes, April 22, 2014
- Report 5 – Committee of the Whole minutes, May 20, 2014

Options & Alternatives:

N/A

Financial Remarks:

None.

Executive Action:

Staff recommends that the Common Council accept these Reports at the June 3, 2014 Common Council meeting.

**CITY OF BURLINGTON HOUSING AUTHORITY
RIVERVIEW MANOR PROJECT
ANNUAL MEETING**

May 16, 2013

The City of Burlington Housing Authority, Riverview Manor Annual Meeting was held May 16, 2012, at 7:15 P. M. at Riverview Manor.. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Vice-Chairman Stubley, Secretary Heck and Commissioner Iselin and Resident Manager, Dorothy Henning. Commissioner Stoehr was excused.

ANNUAL ELECTION BY COMMISSIONERS OF OFFICERS FOR 2013-2014

Commissioner Iselin nominated Chairman Lapp for Office of Chairman. There were no other nominations and Chairman Lapp was approved unanimously.

Commissioner Iselin nominated Vice Chairman Stubley to remain as Vice-Chairman. There were no other nominations and Vice Chairman Stubley was approved unanimously.

Vice Chairman Stubley nominated Secretary Heck for the office of Secretary. There were no other nominations and Secretary Heck was approved unanimously to remain as Secretary.

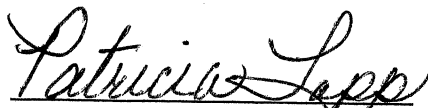
COMMISSIONER TERMS

Patricia Lapp	2015	LeRoy Stoehr	2014
Charles Stubley	2013	Kelly Iselin	2015
Ralph R. Heck	2016		

The Report of the 2012 meeting was dispersed to board members to review and approve. Chairman Lapp has delivered a copy of the Annual Audit for 9/1/11 to 8/31/12 by Patrick W. Romenesko, S.C. CPA , a copy of the approved Actual Budget to 8/31/12 along with the list of C.B.H.A. Officers and terms and copy of insurance coverage to Mayor Robert Miller . Copies of these reports and information were also forwarded to Rural Development.

There being no further business, meeting was adjourned at 8:00 P. M..


Ralph Heck, Secretary


Patricia K. Lapp, Chairman

**City of Burlington Housing Authority
Riverview Manor
April 17, 2014**

The regular monthly meeting of the City of Burlington Housing Authority was held on Thursday, April 17th, 2014 at 6:00 P.M. at Riverview Manor. The meeting was called to order by Chairman Lapp.

COMMISSIONERS PRESENT: Chairman Lapp, Vice Chairman Stubley, Secretary Heck, Commissioner Iselin, Commissioner Stoechr and Manager, Eileen Olson was also present.

Minutes from the regular monthly meeting held on March 26th were approved with a motion by Stubley, seconded by Stoechr, motion carried unanimously.

FINANCIAL REPORT:

Reserve Account balances as of March 31, 2014
(See statement balance sheet)

OCCUPANCY REPORT:

Manager Olson reported 34 on the waiting list for 1 bedroom units and 7 for 2 bedroom units.

BUILDING AND MAINTENANCE:

Received quotes for boiler replacement in Phase I from Becker Boiler in the amount of \$27,000.00, H. J. Faust, amount of \$25,000.00 and PBBS for \$20,670.00. PBBS also quoted \$13,752.00 for a new heat exchanger. After board discussion of boiler replacement or just replace the heat exchanger, a motion was made by Heck, seconded by Stoechr to accept the quote from PBBS to replace the heat exchanger as quoted at \$13,752.00.

Manager Olson will speak to management at PBBS regarding warranty on new heat-exchanger and renewal of the maintenance contract.

WPI Communications has not replied regarding the suite phone problems and repair.

Manager Olson has been researching the necessity of builders risk insurance during the rehab at RVM and concluded that the housing authority will not be required to obtain unless the contractor/contractors purchase materials.

A motion was made by Heck, seconded by Stoechr to accept the quote from Ehlen Concrete in the amount of \$675.00 for temporary concrete repairs on the islands in RVM parking lot.

San-A-Care carpet shampooer repairs to be completed within the week.

Manager Olson informed the board members that the Water Softener in Phase I has a "slow" leak. She has contacted Culligan for a quote to replace if necessary. Replacement was quoted at \$3,907.00. Manager Olson will have maintenance check it and report if it starts to increase leaking. There was discussion by the board that additional quotes may be acquired if replacement is necessary.

COMMUNICATION

Copies of the monthly operating statements, bills and bank statements were dispersed and reviewed by board members.

The title commitment has been completed and copy forwarded to Max Weber, Appraiser with pertinent information needed to complete his appraisal for Riverview Manor.

The board again discussed and reviewed the hours for the maintenance employees. Hours may be reduced in the future with daily attention given to work orders and completion.

NEW BUSINESS

A motion was made by Stoehr, seconded by Iselin for Riverview Manor to join the Burlington Chamber of Commerce at a cost of \$384.00.

Burlington City Council passed a Resolution on April 2nd officially changing the legal name of Riverview Manor to: Housing Authority of the City of Burlington, Wisconsin.

UNFINISHED BUSINESS

Manager Olson has not received an update on brochures or website. Management plan and pet policy are still high priority items for updating.

ADJOURNMENT

There being no further business, motion to adjourn was made by Stoehr, seconded by Iselin to adjourn and carried unanimously. Meeting adjourned at 7:40 P.M. The next monthly meeting as well as the annual meeting has been tentatively scheduled for May 15th, 2014.



Ralph Heck, Secretary

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Department of Public Works
Street & Park and Water Departments
2200 S. Pine Street, Burlington, WI 53105
(262) 539-3770 (262) 539-3773
www.burlington-wi.gov

CITY OF BURLINGTON PARK BOARD MINUTES
THURSDAY, APRIL 17, 2014
2200 S. Pine Street, Burlington, WI 53105

Chairman Darrel Eisenhardt, Commissioners Jennifer Amborn, Clay Brandt, Ruth DeLay, Jeff Schopp, Peter Turke, Alderman Bob Prailes, DPW Supervisor Dan Jensen, P.E.

Chairman Darrel Eisenhardt called the meeting to order at 6:34 P.M.

Roll Call: Present: Commissioners Jennifer Amborn, Ruth DeLay, Alderman Bob Prailes, DPW Supervisor Dan Jensen, and Chairman Darrel Eisenhardt. Excused: Commissioners Clay Brandt and Peter Turke. Absent: Jeff Schopp. Commissioner Schopp arrived at 6:55 P.M.

Approval of March 20, 2014 Minutes: Chairman Eisenhardt entertained a motion to approve the March 20, 2014 Park Board Minutes. Motion to approve made by Alderman Prailes. Seconded by Commissioner Amborn. All voted aye, motion carried.

Citizens Comments: None

Aldermanic Report, Bob Prailes:

DPW Supervisor Report, Dan Jensen: Dan Jensen reported the Park Development Fund financials and stated that Steve DeQuaker, Treasurer would be present at the May Park Board Meeting.

The Urban Forestry Management Plan will result in letters going out to home owners informing them about tree-age and removal of ash trees in the subdivisions that have been affected by the emerald ash borer.

Arbor Day is Friday, April 25th and will be celebrated in Echo Park, with DPW crews planting three (3) multi-stem Satura trees.. Mr. Jensen invited all members to attend the event if they are available.

New Business:

Music Matters – Karen Tolle: Ms. Tolle was present to request permission from the Park Board use of Echo Park for a final concert for the Summer Orchestra Program being held this summer. Music Matters is a non-profit group which supports music for all area students. Ms. Tolle indicated that the date for the final concert would be flexible. Dan Jensen, DPW Supervisor asked that she contact him when she knew what date they would like to use and she agreed to contact him.

After some discussion, Chairman Eisenhardt entertained a motion to waive the park reservation fees for Music Matters for their final summer concert to be held at Echo Park. Seconded by Commissioner Amborn. All voted aye, motion carried.

Update Review for Five Year Park Plan: After some discussion, it was agreed to have this item put on the May Park Board Agenda for review at that time.

Bike Burlington – Madonna Carr: Ms. Carr and Matt Kerwach were present to introduce Bike Burlington, a non-profit group that wants to raise awareness of the possibilities, promise and benefits of riding a bicycle. They want to lead a drive to create the best biking environment possible in and around the Burlington area. They stated they would like to see infrastructure changes in Burlington to make it a destination for bike riders. After their presentation, Alderman Prailes stated they should seek out the various service clubs to see if any would be interested in donating to their organization.

Ms. Carr stated they would like the use of Wehmhoff-Square on May 18th from 12:00 – 3:00PM, to promote their organization after the Chocolate City Bike Ride. After some discussion, Alderman Prailes made a motion to give them a waiver of the park reservation fees for use of Wehmhoff-Square on May 18th. Seconded by Commissioner Schopp. All voted aye, motion carried.

The Park Board thanked them for their presentation, and wished them much future success in their endeavors.

Sunset Trail Grant, Vote to Accept or Reject Grant Application: Dan Jensen, DPW Supervisor presented to the Park Board the timeline that was needed for either accepting or rejecting the grant application for the Sunset Trail Grant. The Board needed to make a decision at this evenings meeting.

The grant is a 50/50 share, meaning the City would be liable for \$45,000 and the other \$45,000 would be grant dollars.

After some discussion, Chairman Eisenhardt entertained a motion to accept the Sunset Trail Grant in the amount of up to \$90,000, as presented. Motion to accept made by Commissioner Schopp. Seconded by Commissioner Amborn. Unanimous all voted aye, motion carried.

Old Business:

Wehmhoff-Jucker Restroom Upgrade Costs: Dan Jensen, DPW Supervisor reported to the Park Board that while they had approved Tom Stelling of Stelling and Associates to do the contract administration work for the restrooms at the March Park Board meeting, that it would make more fiscal sense to have it all done by Blake Thiesen of Schreiber and Anderson. Schreiber and Anderson are currently doing the contract administration and documentation for the trail work, and the two items would be best coordinated together by the same company.

Mr. Jensen stated that Tom Stelling would still be doing the building components, but instead submitting the bills through Schreiber and Anderson for contracting purposes.

After some discussion, Chairman Eisenhardt asked if someone would like to make a motion for the proposed change. Alderman Prailes made a motion to approve Blake Thiesen of Schreiber and Anderson to do the contract administration work for Wehmhoff-Jucker restrooms and to have Tom Stelling submit the building components contract portions to Schreiber and Anderson for processing. Seconded by Commissioner Schopp. All voted aye, motion carried.

Baseball 2000 Lease Agreement Review – Dan Jensen, DPW Supervisor: Dan Jensen reported he had distributed the BB2000 Contract to Dick Imrie for the BB2000 Committee review. Mr. Imrie had been ill, but Mr. Jensen would contact Jim Ludtke to find out the status of the new agreement.

Other Items: Darrel Eisenhardt distributed the Baseball 2000 Summary of Receipts and Disbursements.

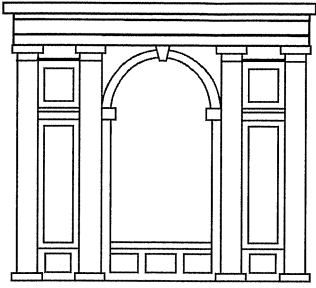
There being no further items for discussion, Chairman Eisenhardt entertained a motion to adjourn. Motion to adjourn made by Commissioner DeLay. Seconded by Commissioner Amborn. All voted aye and Chairman Eisenhardt adjourned the meeting at 7:56 P.M.

Minutes respectfully submitted by:



Deb Rintamaki

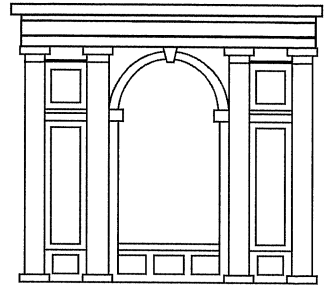
Department of Public Works



Burlington Public Library

166 East Jefferson Street • Burlington, Wisconsin 53105
(262) 342-1130 • Fax (262) 763-1938

www.burlingtonlibrary.org



Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, April 22, 2014 in the Burlington Public Library Meeting Room. Present were Penny Torhorst, M.T. Boyle, Pat Hoffman, Peter Smet, Dianne Boyle, Peter Hintz, Scott Johnson, and Pat Hurley. Also present were Library Director Gayle Falk, Administrative Assistant Linda Berndt. Excused was Mike Kelly and high school representative Kallie Johnson. Absent was High School Representative ShyAnne Skinner.

Assembly Representative Robin Vos toured the library before the Board meeting, and stopped before the Board meeting to visit with Board members.

Torhorst called the meeting to order at 4:15.

The April 2014 General Fund Bills, Prepaids, and Reimbursements and the March General Fund Deposits were discussed and approved. Johnson moved approval and Hurley seconded. Motion passed. Hurley moved and Dianne Boyle seconded the motion to approve the April 2014 Trust Fund Bills and the March 2014 Trust Fund Deposits. Motion passed.

Committee Reports:

Personnel Committee: Hoffman handed out the Director Evaluation Form and asked the board members to fill it out and return it to her in the envelope provided within the next two weeks. She also handed out a sheet citing library highlights, accomplishments and statistics. These will help the members to fill out the Evaluation Form. She will then write up her response before the next Library Board meeting in May. It was mentioned that the City Council would benefit by seeing these handouts as well. Peter Hintz stated that he would share information with the Council members at the next Council meeting.

Federated Library Report:

Falk reported that nothing has changed on the status of the Consortium. They are waiting for the attorney's response.

Old Business:

Friends Update: Falk reported that the Friends have expressed an interest in the landscape project for their fundraiser. The Board was happy to hear this.

DVD Project: Falk reported that there is a new DVD shelving unit on the Children's side that will hold many of the current DVDs in our Children's collection. Many new travel DVDs have been added, some new Blu-ray DVDs and also many DVD Classics.

New Business:

National Library Week Recap: Falk handed out a tally sheet of all the responses from the survey that were collected during the week. There were many wonderful comments about the staff, materials provided at the library and the programs offered here. Falk asked if the Board would like to acknowledge the staff for all their hard work by providing a lunch for them. Smet moved and Johnson seconded the motion to thank and congratulate the staff on their excellent service with a luncheon, using \$200.00 of Trust money as thanks and appreciation. Motion passed.

Learn4Life Program:

Gale Publishing is offering many on-line classes for \$40 each. Library staff could take part in classes. The Library system was trying to figure out a way to let library patrons take advantage of the classes as well. Since we cannot charge patrons for services, we would not be able to pass the charge on to the patrons.

Report on Advocacy Workshop:

Falk attended a workshop on Advocacy in Ripon. Among the points made, the presenter stressed the importance of a short, clear, concise message.

Some things that came out of the discussion with Robin Vos were that libraries need to lobby more. We need a stronger lobby group. Vos suggested that we organize a legislative dinner to hear Lakeshores concerns at our annual Trustee Dinner. Smet thanked Falk for having Vos come and discuss these issues. Smet feels that we need to talk again in 6 months to a year. Falk stated that we used to have buttons and postcards that said "I love Libraries, and I Vote".

Directors Report:

Monthly Report: Falk wanted the Board to know that the Circ and walk in numbers are affected by when Easter vacation falls. Last year, Easter vacation was in April. This year, "spring break" was in March. We had a spike in walk in numbers and circulation in March this year, at spring break.

Falk talked about the 501c(3) application and the extensive amount of time it will take to fill out the paperwork. Falk has had an offer of help from Karen Tolle and will be looking at completed applications from other libraries.

Falk talked about the new version of the app BookMyne. The free Bookmyne app allows you to search the catalog, place holds, download books, see your checkouts, renew things, and pay fines by credit card. This service is now working for Android and iPhones.

BPL in the news: The Board reviewed numerous calendar items.

Public Communication to the Board: There was no communication at this time.

Meeting was adjourned at 5:15 p.m. Johnson moved and Hoffman seconded. Motion passed.

Our next meeting will be on Tuesday, May 27th at 4:00 p.m. in the Burlington Public Library meeting room.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Peter Hintz". The signature is written in a cursive, flowing style with a large initial "P" and a stylized "H".


Peter Hintz,
Aldermanic Representative



CITY OF BURLINGTON

Finance Department

300 N. Pine Street, Burlington, WI 53105
Phone: (262) 342-1170 Fax: (262) 342-1178
www.burlington-wi.gov

Common Council Agenda Item Number: 9	Date: June 3, 2014
Submitted By: Steve DeQuaker, Treasurer 	Subject: Prepaids and Vouchers

Details:

Attached please find the Prepaids and Vouchers list for bills accrued through June 3, 2014:

Total Prepaids:	\$201,148.46
Total Vouchers:	\$153,817.55
Reimbursements:	\$444.93
 Grand Total:	 <u>\$355,410.94</u>

Options & Alternatives: Approve expenditures as presented or alter purchasing procedures.

Financial Remarks: 5 Largest Disbursements on Prepaids and Vouchers

1. Burlington Development Group – Purchase of Terminal Building/703 Airport Road \$105,500.00
2. Staab Construction Corp. – WWTP Upgrades, Phase II for Payment 19 \$65,422.28
3. Sierra Petroleum – Airport AV Gas 100LL \$37,885.79
4. E.W. Wachs – ERV-750 Automated Valve Operator and Ruggedized PDA Controller \$20,920.00
5. Digicorp Inc – Server Block \$15,000.00

Executive Action:

Staff recommends that the Common Council accept these Prepaids and Vouchers in the amount of \$355,410.94 at the June 3, 2014 Common Council meeting.

For Council Approval June 3, 2014

Prepays:	05/15/14	\$72,525.58
	05/23/14	\$21,749.07
	05/28/14	<u>\$106,873.81</u>
Total Prepays		\$201,148.46

Vouchers:	06/03/14	\$153,817.55
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Reimbursements:	05/16/14	\$444.93
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GRAND TOTAL		<u><u>\$355,410.94</u></u>
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GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-160000	PREPAID EXPENDITURES							
5364	DIGICORP		Digicorp - Block Contract	304139	05/12/2014	15,000.00	05/14	PD
100-434321-110	RESIDENTIAL BLDG PERMIT - REMO							
2426	PETER SCHERRER GROUP		REFUND OF HVAC FEE - NOT NEEDED	1.043484	05/01/2014	50.00	05/14	PD
100-454521-001	BOND FEES							
7366	RACINE CO T & M COURT		Koenig, Nicholas; case: 14-6780	KOENIG	05/12/2014	150.00	05/14	PD
7671	KENOSHA CIRCUIT COURT		Hayden, Cassandra; OCA 07167099	HAYDEN	05/13/2014	1,500.00	05/14	PD
						1,650.00	*	
Total 100-454521						1,650.00		
100-515132-225	ADMIN - TELEPHONE							
7343	AT & T		AT & T 262 763-3474 163 6 ADMIN	26276334740514	05/04/2014	18.75	05/14	PD
Total ADMINISTRATOR						18.75		
100-515141-225	FINANCE - TELEPHONE							
7343	AT & T		AT & T 262 763-3474 163 6 Finance	26276334740514	05/04/2014	18.75	05/14	PD
Total FINANCE						18.75		
100-525211-225	POLICE - TELEPHONE							
7343	AT & T		AT & T 262 763-3474 163 6 POLICE	26276334740514	05/04/2014	93.74	05/14	PD
Total POLICE DEPT.						93.74		
100-525220-225	FIRE - TELEPHONE							
7343	AT & T		AT & T 262 763-3474 163 6 FIRE	26276334740514	05/04/2014	74.99	05/14	PD
100-525220-298	FIRE- CONTRACT SERVICES							
8392	BUSINESS RADIO LICENSING		Bus Radio License Renewal KCT687	KCT687	05/15/2014	95.00	05/14	PD
Total FIRE DEPT.						169.99		
100-535321-225	STREETS - TELEPHONE							
7343	AT & T		AT & T 262 763-3474 163 6 DPW	26276334740514	05/04/2014	37.49	05/14	PD
100-535321-350	STREETS - REP MAINT SUPPLIES							
936	CULLIGAN OF BURLINGTON		CULLIGAN DPW ACCT # 19385673 (sp -19385673-8 04301		04/30/2014	20.80	05/14	PD
100-535321-351	STREETS - MAINT CURB,GUT,SWKS							
507	CRC Concrete Raising Corp		Raise & Stabilize City Walks	2014-344	05/03/2014	2,300.02	05/14	PD
Total STREET ADMINISTRATION						2,358.31		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-555551-220	PARKS - UTILITIES							
	3330	WE ENERGIES	0635-112-551 Bushnell Soccer Club	0635112551APR14	05/01/2014	39.09	05/14	PD
	3330	WE ENERGIES	3832-053-838 225 Robert St	3832053838APR14	05/05/2014	9.89	05/14	PD
						48.98	*	
100-555551-350	PARKS - REPAIR/MTCE SUPPLIES							
	936	CULLIGAN OF BURLINGTON	CULLIGAN DPW ACCT # 19385673 (sp -19385673-8 04301		04/30/2014	10.40	05/14	PD
	1088	RUNDLE-SPENCE	Rundle-Spence - Bubbler Head	S2257027.002	05/08/2014	101.92	05/14	PD
						112.32	*	
Total PARKS						161.30		
Total GENERAL FUND						19,520.84		
621-575740-220	WWTP-ELECTRIC							
	3330	WE ENERGIES	6268-292-660 Shiloh Lift Station	3268292660APR14	04/30/2014	48.07	05/14	PD
621-575740-330	SEWER - INSRVC TRNG & TRAVEL							
	6196	WWOA-SE REGION	WWOA-SE REGION MEETING	05/22/14	05/13/2014	150.00	05/14	PD
Total WASTEWATER FUND EXPENSES						198.07		
Total WASTEWATER OPERATIONS FUND						198.07		
622-506220-000	POWER							
	3330	WE ENERGIES	3076-628-864 Electric 508 Sheldon St	3076628864APR14	04/25/2014	2,626.94	05/14	PD
	3330	WE ENERGIES	3457-108-505 Well #7	3457108505APR14	04/25/2014	3,606.27	05/14	PD
	3330	WE ENERGIES	6271-254-861 Well #9 (split)	3271254861APR14	04/24/2014	3,047.03	05/14	PD
	3330	WE ENERGIES	8682-353-384 WELL #10	8682353384APR14	04/25/2014	4,358.57	05/14	PD
						13,638.81	*	
Total 622-506220						13,638.81		
622-506230-000	SUPPLIES							
	3330	WE ENERGIES	1438-804-919 WELL #7	1438804919APR14	04/27/2014	33.83	05/14	PD
	3330	WE ENERGIES	1473-005-365 508 Sheldon St	1473005365APR14	04/29/2014	105.85	05/14	PD
	3330	WE ENERGIES	6271-254-861 Well #9 (split)	3271254861APR14	04/24/2014	153.44	05/14	PD
	3330	WE ENERGIES	8682-353-384 WELL #10	8682353384APR14	04/25/2014	30.22	05/14	PD
	3330	WE ENERGIES	9259-879-303 Karyl St Well #10	9259879303APR14	04/24/2014	10.40	05/14	PD
						333.74	*	
Total 622-506230						333.74		
622-509210-000	OFFICE SUPPLY							
	5934	TIME WARNER CABLE-MILW	TIME WARNER CABLE WATER	700401601-05/14	05/02/2014	63.96	05/14	PD
	7343	AT & T	AT & T 262 763-3474 163 6 WATER	26276334740514	05/04/2014	37.48	05/14	PD
						101.44	*	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
Total 622-509210						101.44		
622-509260-000	EMPLOYEE REIMBURSEMENT							
6196	WWOA-SE REGION		WWOA-SE REGION MEETING	05/22/14	05/13/2014	50.00	05/14	PD
Total 622-509260						50.00		
622-509350-000	GENERAL PLANT-SUPPLIES							
936	CULLIGAN OF BURLINGTON		CULLIGAN DPW ACCT # 19385673 (sp -19385673-8 04301	04/30/2014		20.80	05/14	PD
Total 622-509350						20.80		
Total WATER UTILITY FUND						14,144.79		
623-575740-200	FUEL FOR RESALE							
6929	SIERRA PETROLEUM CO, INC.		SIERRA PETRO AV GAS 100LL	80289	05/09/2014	37,885.79	05/14	PD
623-575740-220	ELECTRIC							
3330	WE ENERGIES		2883-779-344 707 Airport Rd	2883779344APR14	05/08/2014	47.98	05/14	PD
3330	WE ENERGIES		3243-871-135 Bieneman Road	3243871135APR14	05/08/2014	14.21	05/14	PD
3330	WE ENERGIES		6069-094-440 Airport Runway Lights	6069094440APR14	05/08/2014	270.89	05/14	PD
3330	WE ENERGIES		6280-861-972 Runway 29 Lighting	6280861972APR14	05/08/2014	10.40	05/14	PD
3330	WE ENERGIES		6831-002-581 FUELING AREA	6831002581APR14	05/08/2014	63.47	05/14	PD
3330	WE ENERGIES		7460-654-921 707 Airport Rd	7460654921APR14	05/08/2014	52.35	05/14	PD
3330	WE ENERGIES		8044-510-981 HANGAR	8044510981APR14	05/08/2014	213.09	05/14	PD
3330	WE ENERGIES		8460-785-002 Bieneman Rd Beacon	8460785002APR14	05/08/2014	26.07	05/14	PD
3330	WE ENERGIES		8637-669-300 707 Airport Rd Office	8637669300APR14	05/08/2014	21.41	05/14	PD
						719.87	*	
623-575740-225	TELEPHONE							
7343	AT & T		AT & T 262 763-3474 163 6 Airport	26276334740514	05/04/2014	56.22	05/14	PD
Total 623-575740						38,661.88		
Total AIRPORT FUND						38,661.88		
Grand Total:						72,525.58		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
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Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-239006	LAW-VISION							
4426	VISION INSURANCE PLAN OF AMER	Vision Ins - Premium billing for June		145878	05/05/2014	558.45	05/14	PD
100-434321-120	RESIDENTIAL BLDG PERMIT - MISC							
1576	EHLEN, LAWRENCE OR MICHELLE	refund for building permit - fence		1.042987	04/08/2014	50.00	05/14	PD
100-454521-001	BOND FEES							
2485	RACINE COUNTY CLERK OF COURT	Bond - Danes, Theodore; Case: 14-1542		DANES	05/20/2014	335.00	05/14	PD
Total 100-454521						335.00		
100-515121-310	MUNI COURT - OFFICE SUPPLIES							
8734	BMO HARRIS BANK N.A.	walmart		4292 05/14	05/15/2014	12.37	05/14	PD
Total MUNICIPAL COURT						12.37		
100-515132-153	ADMIN - EBC							
5090	EMPLOYEE BENEFITS CORPORATIO	EBC ADMIN		1837933	05/16/2014	3.45	05/14	PD
100-515132-225	ADMIN - TELEPHONE							
7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE ADMIN		829440291-04/14	05/04/2014	198.02	05/14	PD
100-515132-310	ADMIN - OFF SUPP-POSTAGE							
8748	BMO HARRIS BANK N.A.	Lee Newspaper: The Journal Times		4276 05/14	05/15/2014	2.00	05/14	PD
8748	BMO HARRIS BANK N.A.	CTC Constant Contact		4276 05/14	05/15/2014	5.00	05/14	PD
						7.00	*	
100-515132-399	ADMIN - SUNDRY EXPENSES							
8734	BMO HARRIS BANK N.A.	walmart		4292 05/14	05/15/2014	20.10	05/14	PD
Total ADMINISTRATOR						228.57		
100-515140-330	CLERK - TRAINING & TRAVEL							
8740	BMO HARRIS BANK N.A.	Local Gov't Education- Clerks Training		3118 - 05/14	05/15/2014	477.00	05/14	PD
8752	BMO HARRIS BANK N.A.	Local Gov't Education -Clerks & Treasur		4284 05/14	05/15/2014	477.00	05/14	PD
						954.00	*	
100-515140-399	GENERAL CODE & MISC PUB							
8734	BMO HARRIS BANK N.A.	walmart		4292 05/14	05/15/2014	13.92	05/14	PD
Total CITY CLERK						967.92		
100-515141-153	FINANCE - EMPLOYEE BENEFITS							
5090	EMPLOYEE BENEFITS CORPORATIO	EBC FINANCE		1837933	05/16/2014	.20	05/14	PD
100-515141-157	FINANCE - INSERVICE TRAINING							
8752	BMO HARRIS BANK N.A.	METRO MKE SHRM		4284 05/14	05/15/2014	50.00	05/14	PD
100-515141-225	FINANCE - TELEPHONE							
7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE FINANCE		829440291-04/14	05/04/2014	179.40	05/14	PD
100-515141-399	FINANCE - MISC. EXPENSES-PUBLI							

prepaid
05-23-2014

8734	BMO HARRIS BANK N.A.	walmart	4292	05/14	05/15/2014	30.93	05/14	PD
Total FINANCE						260.53		
100-525211-153	POLICE - EMP BENEFITS COOP							
5090	EMPLOYEE BENEFITS CORPORATIO	EBC POLICE	1837933	05/16/2014		6.50	05/14	PD
100-525211-225	POLICE - TELEPHONE							
7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE POLICE	829440291-04/14	05/04/2014		421.81	05/14	PD
100-525211-310	POLICE - OFF SUPP-POSTAGE							
8746	BMO HARRIS BANK N.A.	DIGITAL ALLY INC	4250	05/14	05/15/2014	40.00	05/14	PD
8746	BMO HARRIS BANK N.A.	Amazon	4250	05/14	05/15/2014	250.68	05/14	PD
8747	BMO HARRIS BANK N.A.	Richters Market	0486	05/14	05/15/2014	61.49	05/14	PD
8747	BMO HARRIS BANK N.A.	MARCO PROMOTIONAL PROD	0486	05/14	05/15/2014	110.74	05/14	PD
						462.91	*	
100-525211-330	POLICE - TRAVEL							
8743	BMO HARRIS BANK N.A.	Lucky Star	1490	05/14	05/15/2014	24.69	05/14	PD
8743	BMO HARRIS BANK N.A.	NAPOLI RESTAURANT	1490	05/14	05/15/2014	44.25	05/14	PD
8746	BMO HARRIS BANK N.A.	Lucky Star	4250	05/14	05/15/2014	61.12	05/14	PD
						130.06	*	
100-525211-381	POLICE - INVESTIGATIONS							
8747	BMO HARRIS BANK N.A.	CITY OF MILW PARKING	0486	05/14	05/15/2014	3.00	05/14	PD
Total POLICE DEPT.						1,024.28		
100-525220-153	FIRE - EMPLOYEE BENEFITS							
5090	EMPLOYEE BENEFITS CORPORATIO	EBC FIRE	1837933	05/16/2014		4.00	05/14	PD
100-525220-157	FIRE - INSERVICE TRAINING							
8735	BMO HARRIS BANK N.A.	Amazon- Fundamentals of Fire Fighter	9205	05/14	05/15/2014	186.84	05/14	PD
100-525220-225	FIRE - TELEPHONE							
7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE FIRE	829440291-04/14	05/04/2014		160.42	05/14	PD
100-525220-248	FIRE - REPAIR MAINT BLDGS							
8749	BMO HARRIS BANK N.A.	Wal-Mart	4300	05/14	05/15/2014	58.65	05/14	PD
100-525220-310	FIRE - OFFICE SUPPLIES							
8749	BMO HARRIS BANK N.A.	USPS	4300	05/14	05/15/2014	5.80	05/14	PD
8749	BMO HARRIS BANK N.A.	USPS	4300	05/14	05/15/2014	7.50	05/14	PD
8749	BMO HARRIS BANK N.A.	Wal-Mart	4300	05/14	05/15/2014	13.34	05/14	PD
						26.64	*	
Total FIRE DEPT.						436.55		
100-525231-310	BLDG INSP - OPERATING SUPPLIES							
8596	STATE OF WI - DSPS	UDC-Electrical Inspector Certification	70621	2014	05/20/2014	40.00	05/14	PD
100-525231-330	BLDG INSP - TRAVEL							
8751	BMO HARRIS BANK N.A.	Best Western Premier Waterfront Hotel	6732	05/14	05/15/2014	97.00	05/14	PD
Total BUILDING INSP.						137.00		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
100-535321-153	STREETS - EMPLOYEE BENEFITS							
5090	EMPLOYEE BENEFITS CORPORATIO	EBC STREET		1837933	05/16/2014	6.00	05/14	PD
100-535321-220	STREETS - UTILITIES							
3330	WE ENERGIES	0688-843-174 830 Milw Ave		0688843174APR14	05/11/2014	282.78	05/14	PD
100-535321-225	STREETS - TELEPHONE							
7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE DPW		829440291-04/14	05/04/2014	25.63	05/14	PD
100-535321-261	STREETS - LIGHTING							
3330	WE ENERGIES	0088-492-988 Traffic Signal		0088492988APR14	05/08/2014	51.09	05/14	PD
3330	WE ENERGIES	2019-198-266 TRAFFIC LIGHTS		2019198266MAY14	05/11/2014	48.31	05/14	PD
3330	WE ENERGIES	3277-994-067 Traffic Signal Controller		3277994067APR14	05/08/2014	50.10	05/14	PD
3330	WE ENERGIES	4067-122-145 PARKING LOT		4067122145APR14	05/08/2014	23.24	05/14	PD
3330	WE ENERGIES	5639-265-567 650 Milwaukee Ave		5639265567APR14	05/08/2014	429.72	05/14	PD
3330	WE ENERGIES	6438-309-692 Traffic Signal		6438309692MAY14	05/12/2014	110.18	05/14	PD
3330	WE ENERGIES	6838-102-431 Traffic Signal		6838102461APR14	05/11/2014	316.38	05/14	PD
						1,029.02	*	
100-535321-298	STREETS - CONTRACT SERVICES							
8742	BMO HARRIS BANK N.A.	PIZZA HUT FOR SWAPS MEETING		0447 05/14	05/15/2014	178.93	05/14	PD
100-535321-350	STREETS - REP MAINT SUPPLIES							
8755	BMO HARRIS BANK N.A.	Dunhams Sports - hone/road pitch		9315 05/14	05/15/2014	11.99	05/14	PD
Total STREET ADMINISTRATION						1,534.35		
100-555551-153	PARKS - EMPLOYEE BENEFITS							
5090	EMPLOYEE BENEFITS CORPORATIO	EBC PARK		1837933	05/16/2014	2.00	05/14	PD
100-555551-220	PARKS - UTILITIES							
3330	WE ENERGIES	0235-568-359 Concession Bldg		0235568359APR14	05/08/2014	766.81	05/14	PD
3330	WE ENERGIES	0635-112-551 Bushnell Soccer Club		0635112551MAR14	04/01/2014	19.32	05/14	PD
3330	WE ENERGIES	1486-453-053 Storage Garage		1486453053APR14	05/09/2014	18.27	05/14	PD
3330	WE ENERGIES	2625-548-774 Restrooms at Ballpark		2625548774APR14	05/08/2014	46.83	05/14	PD
3330	WE ENERGIES	2672-334-997 Cabinet Parking Lot		2672334997APR14	05/08/2014	112.54	05/14	PD
3330	WE ENERGIES	3406-030-405 732 Maryland Ave		3406030405APR14	05/08/2014	67.89	05/14	PD
3330	WE ENERGIES	4278-074-627 Baseball Scoreboard		4278074627APR14	05/08/2014	45.14	05/14	PD
3330	WE ENERGIES	4447-370-241 Pavillion		4447370241APR14	05/08/2014	28.90	05/14	PD
3330	WE ENERGIES	4484-977-713 Riverside Park		4484977713APR14	05/08/2014	62.39	05/14	PD
3330	WE ENERGIES	5200-062-983 517 Congress St		5200062983APR14	05/08/2014	9.27	05/14	PD
3330	WE ENERGIES	5276-292-324 Lighting for bike path		5276292324APR14	05/08/2014	22.40	05/14	PD
3330	WE ENERGIES	7060-825-262 712 Maryland Ave		7060825262APR14	05/08/2014	150.53	05/14	PD
						1,350.29	*	
100-555551-310	PARKS - OFFICE SUPP, POSTAGE							
8755	BMO HARRIS BANK N.A.	Burlington Post Office		9315 05/14	05/15/2014	6.50	05/14	PD
Total PARKS						1,358.79		
Total GENERAL FUND						6,903.81		

251-555511-153 EMPLOYEE BENEFITS

5090	EMPLOYEE BENEFITS CORPORATIO	EBC LIBRARY	1837933	05/16/2014	16.75	05/14	PD
251-555511-225	TELEPHONE						
8737	BMO HARRIS BANK N.A.	Google - on going	0568	05/14 05/15/2014	54.16	05/14	PD
251-555511-310	OFFICE SUPPLIES, POSTAGE						
8738	BMO HARRIS BANK N.A.	Wal-Mart	0543	05/14 05/15/2014	34.59	05/14	PD
251-555511-318	AUTOMATION						
8737	BMO HARRIS BANK N.A.	Broderbund- Software Print Shop	0568	05/14 05/15/2014	61.97	05/14	PD
251-555511-327	MATERIALS						
8736	BMO HARRIS BANK N.A.	Goodwill	1756	05/14 05/15/2014	59.77	05/14	PD
8738	BMO HARRIS BANK N.A.	Wal-Mart	0543	05/14 05/15/2014	18.88	05/14	PD
8739	BMO HARRIS BANK N.A.	Grey House Publishing - Book	0550	05/14 05/15/2014	148.50	05/14	PD
					227.15	*	
Total FUND EXPENSES					394.62		
Total LIBRARY OPERATIONS FUND					394.62		
621-575740-153	EMPLOYEE BENEFITS						
5090	EMPLOYEE BENEFITS CORPORATIO	EBC WWTP	1837933	05/16/2014	5.20	05/14	PD
621-575740-220	WWTP-ELECTRIC						
3330	WE ENERGIES	7672-906-685 Lift Station 2224 S Milw	7672906685	APR14 05/11/2014	256.11	05/14	PD
3330	WE ENERGIES	8098-971-449 Sewer Lift - Fox River Lar	8098971449	MAY14 05/12/2014	35.74	05/14	PD
3330	WE ENERGIES	8635-875-051 Krikt Av 800 Ft S Industria	8635875051	APR14 05/05/2014	56.79	05/14	PD
					348.64	*	
621-575740-225	TELEPHONE						
4485	TDS	TDS WWTP 262-539-3646	262-539-3646	05/14 05/21/2014	189.94	05/14	PD
7692	VERIZON WIRELESS	SCADA WWTP Acct # 242013605-000C	9724963787	05/10/2014	31.14	05/14	PD
					221.08	*	
621-575740-244	REPAIRS, MAINT EQUIPMENT						
8753	BMO HARRIS BANK N.A.	Gulfport Industries - door handle	5513	05/14 05/15/2014	213.95	05/14	PD
621-575740-310	OFFICE SUPPLIES, POSTAGE						
5934	TIME WARNER CABLE-MILW	TIME WARNER CABLE WWTP	702658601	06/14 05/23/2014	109.95	05/14	PD
621-575740-330	SEWER - INSRVC TRNG & TRAVEL						
8741	BMO HARRIS BANK N.A.	Fairfield Inn	3100	05/14 05/15/2014	94.00	05/14	PD
8741	BMO HARRIS BANK N.A.	Rainbow Motel	3100	05/14 05/15/2014	50.00	05/14	PD
					144.00	*	
Total WASTEWATER FUND EXPENSES					1,042.82		
Total WASTEWATER OPERATIONS FUND					1,042.82		
622-509210-000	OFFICE SUPPLY						
7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE WATER	829440291-04/14	05/04/2014	25.63	05/14	PD
Total 622-509210					25.63		

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period	
622-509260-153	EMPLOYEE BENEFITS							
	5090	EMPLOYEE BENEFITS CORPORATIO	EBC WATER	1837933	05/16/2014	7.90	05/14	PD
Total 622-509260						7.90		
Total WATER UTILITY FUND						33.53		
623-575740-225	TELEPHONE							
	7094	AT & T LONG DISTANCE	AT & T LONG DISTANCE AIRPORT	829440291-04/14	05/04/2014	25.63	05/14	PD
Total 623-575740						25.63		
Total AIRPORT FUND						25.63		
820-555551-399	MISCELLANEOUS							
	5458	B. SCHNEIDER ELECTRIC, INC	Burl Swimming Pool - material & labor lll	050114	05/23/2014	3,101.16	05/14	PD
	5668	EHLEN MASONRY & CONCRETE	Burl Swimming Pool - Demo & Painting	MAY 2014	05/23/2014	600.00	05/14	PD
	8771	EPOXY WIZARD	Burl Swimming Pool - 1st installment	SB1285	04/30/2014	7,782.50	05/14	PD
	8772	J.A.M.C.O. PAINTING	Burl Swimming Pool - clean ceiling & ext	14785	05/05/2014	1,865.00	05/14	PD
						13,348.66	*	
Total 820-555551						13,348.66		
Total CITY PARKS FUND						13,348.66		
Grand Total:						21,749.07		

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
623-182020	BUILDINGS						
6280	BURLINGTON DEVELOPMENT GROU	purchase of "Terminal Building"/703 Air	703 AIRPORT RD	05/28/2014	105,500.00	05/14	PD
623-182040	EQUIPMENT						
6280	BURLINGTON DEVELOPMENT GROU	"snow removal equip/storage bldg" 703 /	052814	05/28/2014	1,373.81	05/14	PD
Total AIRPORT FUND						106,873.81	
Grand Total:						106,873.81	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
100-515111-399	CITY COUNCIL - PUBLICATION						
2790	SOUTHERN LAKES NEWSPAPERS LI	STANDARD PRESS	LEGALS	1633201	05/15/2014	18.18	06/14
Total CITY COUNCIL						18.18	
100-515121-243	MUNI COURT - SERVICE CONTRACTS						
1584	JAMES IMAGING SYSTEMS, INC.	Muni Toshiba ES550		540776	05/16/2014	14.93	06/14
Total MUNICIPAL COURT						14.93	
100-515132-248	REPAIRS & MAINT BUILDING						
1088	RUNDLE-SPENCE	Rundle-Spence - Admin parts for water l		S2264304.001	05/21/2014	289.57	06/14
1951	MENARDS	Menards - Parts for admin water heater		51934	05/28/2014	19.45	06/14
2590	REINEMANS, INC.	Parts for admin water heater		53074	05/28/2014	11.22	06/14
						320.24	*
100-515132-310	ADMIN - OFF SUPP-POSTAGE						
555	BURLINGTON AREA SCHOOL DIST.	BURLINGTON SCHOOL DISTRICT ADI		052014	05/20/2014	95.72	06/14
3430	ZAREK INSURANCE, INC.	Zarek notary bond - T. BUBNER		7067	05/23/2014	40.00	06/14
3635	RICHTER'S MARKETPLACE	RICHTER FOODS ADMIN		051614CH	05/16/2014	4.39	06/14
						140.11	*
Total ADMINISTRATOR						460.35	
100-515140-310	CLERK - OFFICE SUPPLIES						
3635	RICHTER'S MARKETPLACE	RICHTER FOODS CLERK		051614CH	05/16/2014	1.46	06/14
100-515140-399	GENERAL CODE & MISC PUB						
5419	GENERAL CODE	GENERAL CODE LASERFICHE ASSUI		C0014711	05/01/2014	1,412.00	06/14
Total CITY CLERK						1,413.46	
100-515141-246	FINANCE, REPAIR, MAINT OFF EQUI						
2590	REINEMANS, INC.	Paint		53007	05/27/2014	120.95	06/14
100-515141-310	FINANCE - OFFICE SUPP/POSTAGE						
555	BURLINGTON AREA SCHOOL DIST.	BASD FINANCE PAPER		052014	05/20/2014	47.86	06/14
100-515141-533	FINANCE - COPY MACHINE RENTAL						
1584	JAMES IMAGING SYSTEMS, INC.	Fin Toshiba ES550		540776	05/16/2014	44.78	06/14
Total FINANCE						213.59	
100-525211-211	POLICE - PHYSICALS						
2284	ORGANIZATION DEVELOPMENT COM	ODC PSYCHOLOGICAL ASSESSMEN		11023	05/15/2014	650.00	06/14
7561	WI CHIEFS OF POLICE ASSOC	WCPA Police Entry Level Exams		050814	05/08/2014	932.50	06/14
						1,582.50	*
100-525211-242	POLICE - REPAIR/MTCE EQUIP						
1050	DOUG'S AUTO	DOUGS AUTO REPAIRS POLICE		022617	04/25/2014	41.90	06/14
1050	DOUG'S AUTO	DOUGS AUTO REPAIRS POLICE		022625	04/28/2014	44.95	06/14

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
	1050	DOUG'S AUTO	DOUGS AUTO REPAIRS POLICE	022628	04/28/2014	109.16	06/14
	1050	DOUG'S AUTO	DOUGS AUTO REPAIRS POLICE	022640	04/30/2014	41.90	06/14
	1820	LOIS TIRE SHOP, INC.	tire repair 2011 Ford Taurus	344943	05/08/2014	628.96	06/14
	1820	LOIS TIRE SHOP, INC.	LOIS TIRE SHOP POLICE DEPT	345031	04/28/2014	250.38	06/14
	1955	MERTEN'S AUTO SERVICE CENTER	MERTENS AUTO SERVICE POLICE TI	058200	04/23/2014	114.45	06/14
	2010	MILLER MOTOR SALES, INC.	MILLER MOTOR POLICE DEPT REPAI	10442	05/13/2014	208.25	06/14
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER POLICE	263433	04/24/2014	19.56	06/14
						1,459.51	*
100-525211-244	POLICE - REPAIR & MAINTENANCE						
	4140	DASH MEDICAL GLOVES, INC	DASH MEDICAL GLOVES POLICE	0858575	05/07/2014	62.90	06/14
	8069	TASER INTERNATIONAL	Taser for Police Dept - Cartridge	SI1356257	04/24/2014	172.26	06/14
						235.16	*
100-525211-310	POLICE - OFF SUPP-POSTAGE						
	555	BURLINGTON AREA SCHOOL DIST.	BASD POLICE PAPER	052014	05/20/2014	95.72	06/14
	2590	REINEMANS, INC.	REINEMAN POLICE	50488	04/25/2014	20.19	06/14
	2590	REINEMANS, INC.	REINEMAN POLICE	51684	05/12/2014	8.17	06/14
	2590	REINEMANS, INC.	REINEMAN POLICE	52062	05/16/2014	22.77	06/14
	3430	ZAREK INSURANCE, INC.	Zarek notary bond - Krupp	7065	05/24/2014	40.00	06/14
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS POLICE DEPT	041814PD	04/18/2014	19.83	06/14
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS POLICE DEPT	042414PD	04/24/2014	5.85	06/14
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS POLICE DEPT	042814PD	04/28/2014	5.85	06/14
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS POLICE DEPT	050214PD	05/02/2014	15.74	06/14
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS POLICE DEPT	050814PD	05/08/2014	5.85	06/14
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS POLICE DEPT	050914PD	05/09/2014	5.85	06/14
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS POLICE DEPT	051614PD	05/16/2014	5.85	06/14
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS POLICE DEPT	051914PD	05/19/2014	24.87	06/14
	3635	RICHTER'S MARKETPLACE	RICHTER FOODS POLICE DEPT	052314PD	05/23/2014	10.34	06/14
	5906	MINUTEMAN PRESS OF BURLINGTON	MINUTEMAN PRESS POLICE ANNUAL	20110	05/08/2014	147.44	06/14
						434.32	*
100-525211-324	POLICE - PUBL,SUBSCRIPTS, DUES						
	4972	BURLINGTON ROTARY CLUB	BURLINGTON ROTARY CLUB P NIMM	51241	03/31/2014	193.00	06/14
100-525211-330	POLICE - TRAVEL						
	7382	COLLEGE OF DUPAGE	1191723 Burlington Police Dept.	4736	05/06/2014	195.00	06/14
100-525211-344	POLICE - JANITOR SUPPLIES						
	1951	MENARDS	MENARDS POLICE JANITOR SUPPLIE	50245	05/05/2014	29.67	06/14
	1951	MENARDS	MENARDS POLICE JANITOR SUPPLIE	50457	05/08/2014	13.96	06/14
	1951	MENARDS	MENARDS POLICE JANITOR SUPPLIE	50820	05/13/2014	39.39	06/14
	1951	MENARDS	MENARDS POLICE JANITOR SUPPLIE	51510	05/22/2014	20.99	06/14
	2590	REINEMANS, INC.	REINEMAN POLICE	52248	05/19/2014	41.38	06/14
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER POLICE	263927	05/02/2014	9.00	06/14
						154.39	*
100-525211-347	POLICE - FIREARM SUPP/RANGE						
	2830	STREICHER'S	Streicher's PD Ammo	L1086716	04/23/2014	492.00	06/14
	2830	STREICHER'S	Streicher's PD Ammo	L1089086	05/02/2014	371.00	06/14
	8618	LAW ENFORCEMENT TARGETS, INC	Police Supplies	0238726-IN	02/28/2014	147.64	06/14
						1,010.64	*
100-525211-381	POLICE - INVESTIGATIONS						
	1391	LANGUAGE LINE SERVICES, INC	OVER-THE -PHONE INTERPRETATIO	3372965	04/30/2014	15.31	06/14
Total POLICE DEPT.						5,279.83	
100-525220-157	FIRE - INSERVICE TRAINING						
	1215	FIREHOUSE	Firehouse Magazine	11160905092014	05/09/2014	50.00	06/14
	1301	GATEWAY - BURLINGTON CAMPUS	GATEWAY - FIRE DEPT TRAINING	18939	05/14/2014	320.00	06/14

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	1301	GATEWAY - BURLINGTON CAMPUS	GATEWAY - FIRE DEPT TRAINING	19014	05/27/2014	692.25	06/14
	1301	GATEWAY - BURLINGTON CAMPUS	GATEWAY - FIRE DEPT TRAINING	19045	05/27/2014	37.46	06/14
	4014	MILWAUKEE AREA TECH COLLEGE	MATC BURLINGTON FIRE DEPT	45729	05/23/2014	125.00	06/14
						1,224.71	*
100-525220-242	FIRE - REPAIR & MAINT VEHICLES						
	1598	WL CONSTRUCTION SUPPLY	Rescue Master Diamond Blade	3660	04/23/2014	409.99	06/14
100-525220-244	FIRE - REPAIR MAINT EQUIPMENT						
	1579	JEFFERSON FIRE & SAFETY	JEFFERSON FIRE & SAFETY SUPPLI	206767	05/20/2014	1,074.87	06/14
	1951	MENARDS	MENARDS FIRE	51178	05/18/2014	19.97	06/14
	2435	STRASSER, MARK	labor & material for stainless steel rack	051314	05/13/2014	284.48	06/14
						1,379.32	*
100-525220-248	FIRE - REPAIR MAINT BLDGS						
	1951	MENARDS	MENARDS FIRE	51330	05/20/2014	79.19	06/14
100-525220-298	FIRE- CONTRACT SERVICES						
	117	ALSCO	ALSCO FIRE DEPT CUST. NO. 01247C	IMIL812939	05/14/2014	44.29	06/14
	2997	UCC, INC	2 months of Dialup alarm service	16761	05/15/2014	138.32	06/14
						182.61	*
100-525220-310	FIRE - OFFICE SUPPLIES						
	555	BURLINGTON AREA SCHOOL DIST.	BASD FIRE PAPER	052014	05/20/2014	47.86	06/14
	2590	REINEMANS, INC.	Reinemans - Fire Dept	52343	05/19/2014	19.89	06/14
						67.75	*
Total FIRE DEPT.						3,343.57	
100-535321-159	STREETS - CLOTHING ALLOWANCE						
	117	ALSCO	ALSCO DPW - STREETS	IMIL812949	05/14/2014	78.37	06/14
	117	ALSCO	ALSCO DPW - STREETS	IMIL815409	05/21/2014	138.04	06/14
						216.41	*
100-535321-240	STREETS - FUEL, OIL & LUBRI						
	1595	JERRY WILLKOMM INC.	Willkomm Inc - DPW 5W-30	197407	05/02/2014	397.00	06/14
	1595	JERRY WILLKOMM INC.	Grease CM-S 400lb.	345789	05/02/2014	860.00	06/14
						1,257.00	*
100-535321-242	STREETS - REP MAINT VEHICLES						
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHEY SERVICE DPW PARTS	1140809	05/07/2014	125.95	06/14
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHEY SERVICE DPW PARTS	1142336	05/20/2014	43.68	06/14
	2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARTS DPW SUPPLIES	238172	05/12/2014	4.49	06/14
	2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARS DPW PARTS	238238	05/14/2014	41.99	06/14
	2060	MOTOR PARTS COMPANY, LLC.	MOTOR PARS DPW PARTS	238444	05/20/2014	43.90	06/14
						260.01	*
100-535321-244	STREETS - REP MAINT EQUIPMENT						
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHEY SERVICE DPW PARTS	1141944	05/16/2014	47.40	06/14
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHEY SERVICE DPW PARTS	1142028	05/19/2014	72.65	06/14
	3014	VERMEER WISCONSIN, INC	LABOR AND PARTS FOR UNIT 300	20161699	05/14/2014	155.71	06/14
						275.76	*
100-535321-248	STREETS REP & MAINT BLDG						
	117	ALSCO	ALSCO DPW - STREETS	IMIL815410	05/21/2014	8.46	06/14
	3916	A.O. BAUER GLASS, INC.	A.O.BAUER GLASS, INC-DPW	76624	05/19/2014	85.00	06/14
	8506	GMS	GMS - parts and labor pk boiler	2349	05/19/2014	72.00	06/14
						165.46	*
100-535321-298	STREETS - CONTRACT SERVICES						
	2341	PAYNE & DOLAN, INC.	Payne & Dolan - Streets Dept	1269542	05/15/2014	108.57	06/14
	2723	SHERWIN-WILLIAMS	SHERSHERWIN WILLIAMS PAINT SUI	4584-3	05/12/2014	428.70	06/14
	2723	SHERWIN-WILLIAMS	SHERSHERWIN WILLIAMS PAINT SUI	4708-0	05/14/2014	213.72	06/14
	2815	STPEP EQUIPMENT COMPANY	Labor - Preventive Maintenance & Safet	120-801273	05/20/2014	400.00	06/14
	3070	WANASEK CORPORATION	clean up from fire at Schuette Daniels	3594	04/28/2014	191.88	06/14

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
	3070	WANASEK CORPORATION	WANASEK TRUCK SWEEPER	3609	05/08/2014	4,850.00	06/14
	5164	DONERITE JANITORIAL SERV INC.	DONERITE JUNE CLEANING DPW	2535	05/20/2014	320.00	06/14
						6,512.87	*
100-535321-310	STREETS - OFF SUPP/POSTAGE						
	1951	MENARDS	MENARDS STREET DEPT	50875	05/14/2014	91.22	06/14
	5906	MINUTEMAN PRESS OF BURLINGTON	Minuteman Press DPW	20213	05/20/2014	143.25	06/14
						234.47	*
100-535321-350	STREETS - REP MAINT SUPPLIES						
	1595	JERRY WILLKOMM INC.	Willkomm Inc - JWO EMD 15W-40 CJ-	197408	05/02/2014	1,924.20	06/14
	1951	MENARDS	MENARDS DPW	50963	05/15/2014	62.58	06/14
	2200	NEENAH FOUNDRY CO.	NEENAH FOUNDRY COMPANY DPW	794139	05/07/2014	230.00	06/14
	2590	REINEMANS, INC.	Reinemans - Streets Supplies	51890	05/14/2014	.80	06/14
	2590	REINEMANS, INC.	Reinemans - Streets Supplies	51911	05/14/2014	9.89	06/14
	2590	REINEMANS, INC.	Reinemans - Streets Supplies	52295	05/19/2014	11.61	06/14
	2590	REINEMANS, INC.	Reinemans - Streets Supplies	52301	05/19/2014	47.46	06/14
	2860	TAPCO	TAPCO DPW SIGNS	454087	05/13/2014	48.27	06/14
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER DPW	264521	05/12/2014	11.99	06/14
						2,346.80	*
Total STREET ADMINISTRATION						11,268.78	
100-555551-159	PARKS - CLOTHING						
	117	ALSCO	ALSCO DPW - PARKS	IMIL812949	05/14/2014	30.00	06/14
	117	ALSCO	ALSCO DPW - PARKS	IMIL815409	05/21/2014	30.00	06/14
	7174	CLASSIC INDUSTRIAL SUPPLIES	CIS - Park Dept Clothing	19642	05/23/2014	104.65	06/14
						164.65	*
100-555551-211	PARKS - PHYSICALS						
	4154	AURORA HEALTH CARE	Acct #600003826 - Behnke	124131392	05/07/2014	96.00	06/14
100-555551-242	PARKS - REPAIR MAINT VEHICLES						
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHREY SERVICE DPW PARTS	1141208	05/09/2014	17.32	06/14
	1457	HUMPHREY SERVICE & PARTS, INC.	HUMPHREY SERVICE DPW STOCK	1142242	05/20/2014	197.57	06/14
	2590	REINEMANS, INC.	Reinemans - Parks	52294	05/19/2014	12.24	06/14
	5043	IBD, LLC	IBD- Parks	110132473	05/13/2014	117.95	06/14
						345.08	*
100-555551-248	PARKS - REPAIR MAINT BLDGS						
	117	ALSCO	ALSCO DPW - PARKS	IMIL815410	05/21/2014	4.22	06/14
	8506	GMS	GMS - parts and labor pk boiler	2349	05/19/2014	36.00	06/14
						40.22	*
100-555551-298	PARKS - OUTSIDE SERVICES						
	620	BURLINGTON GARDEN CENTER	BURLINGTON GARDEN CENTER DPV	13724	05/21/2014	181.30	06/14
	2330	PATS SERVICES, INC	CITY OF BURLINGTON ECHO PARK	A-98827	05/08/2014	58.66	06/14
	2330	PATS SERVICES, INC	CITY OF BURLINGTON BEAUMONT	A-98844	05/08/2014	48.00	06/14
	2330	PATS SERVICES, INC	CITY OF BURLINGTON COMPOST SIT	A-99163	05/21/2014	90.00	06/14
	4421	CHRISTMAN, GEORGE	LUBRCATE LOCKS AT BRANNON FIE	378893	05/14/2014	30.00	06/14
	5164	DONERITE JANITORIAL SERV INC.	DONERITE JUNE CLEANING DPW	2535	05/20/2014	160.00	06/14
						567.96	*
100-555551-310	PARKS - OFFICE SUPP, POSTAGE						
	1951	MENARDS	MENARDS PARKS	50875	05/14/2014	91.22	06/14
100-555551-350	PARKS - REPAIR/MTCE SUPPLIES						
	2280	OLSEN SAFETY EQUIP. COR.	OLSEN SAFETY EQUIPMENT DPW SI	0302242-IN	05/20/2014	73.23	06/14
	2587	REINDERS INC	Reinders- Park Dept	1485798-00	05/08/2014	535.55	06/14
	2587	REINDERS INC	Reinders- Park Dept	1485798-01	05/08/2014	561.79	06/14
	2590	REINEMANS, INC.	Reinemans - Parks	51754	05/13/2014	43.17	06/14
	2590	REINEMANS, INC.	Reinemans - Parks	51884	05/14/2014	5.29	06/14
	2590	REINEMANS, INC.	Reinemans - Parks	52035	05/16/2014	5.02	06/14

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	2590	REINEMANS, INC.	Reinemans - Parks	52266	05/19/2014	8.40	06/14
	2590	REINEMANS, INC.	Reinemans - Parks	52282	05/19/2014	5.39	06/14
	2590	REINEMANS, INC.	Reinemans - Parks	52698	05/23/2014	6.33	06/14
						1,244.17	*
Total PARKS						2,549.30	
100-565641-298	PLAN COMM - CONTRACT SVCS						
	4217	KAPUR & ASSOCIATES, INC.	12.0297.02 Glen at Stonegate 2014	82204	05/15/2014	1,014.00	06/14
	4217	KAPUR & ASSOCIATES, INC.	Kapur 13.0056.01 Bear Riverwalk Plan f	82205	05/15/2014	312.00	06/14
	4217	KAPUR & ASSOCIATES, INC.	14.0114.01 Landmark Credit Union	82210	05/15/2014	472.00	06/14
	4217	KAPUR & ASSOCIATES, INC.	14.0180.01 KW_Precast	82212	05/15/2014	339.00	06/14
	4217	KAPUR & ASSOCIATES, INC.	14.0205.01 Echo Lake Foods Reconstru	82213	05/15/2014	1,339.00	06/14
	4217	KAPUR & ASSOCIATES, INC.	14.0206.01 Romata Accessory Building	82214	05/15/2014	206.00	06/14
						3,682.00	*
Total PLANNING COMMISSION						3,682.00	
Total GENERAL FUND						28,243.99	
251-555511-225	TELEPHONE						
	3160	WI DEPT OF ADMINISTRATION	WI DEPT OF ADMIN TEACH LINE	067649	05/27/2014	600.00	06/14
251-555511-242	REPAIR, MAINTENANCE EQUIPMENT						
	1368	GORDON FLESCHE COMPANY, INC.	fax board for printer	0514GF	05/27/2014	990.00	06/14
	1915	MARTIN GROUP	Martin - Public Copier Maint fee	1157286	05/27/2014	570.00	06/14
						1,560.00	*
251-555511-247	REPAIR, MAINTENANCE BUILDING						
	1951	MENARDS	MENARDS LIBRARY BLDG MAINT	51433	05/27/2014	98.88	06/14
	2590	REINEMANS, INC.	Reinemans - Library	52722	05/27/2014	64.09	06/14
	2730	SIMPLEX GRINNELL LP	SIMPLEX GRINNELL LIBRARY FIRE AL	8029811497	05/27/2014	1,603.98	06/14
						1,766.95	*
251-555511-310	OFFICE SUPPLIES, POSTAGE						
	555	BURLINGTON AREA SCHOOL DIST.	BASD LIBRARY PAPER	052014	05/20/2014	95.72	06/14
	1010	DEMCO	DEMCO LIBRARY TECH SERVICE SU	5277043	05/27/2014	199.21	06/14
	3635	RICHTER'S MARKETPLACE	LIBRARY SUPPLIES	0514RM	05/27/2014	46.63	06/14
	7679	STAPLES ADVANTAGE	STAPLES LIBRARY SUPPLIES	76950824	05/27/2014	154.37	06/14
						495.93	*
251-555511-318	AUTOMATION						
	5630	AMAZON.COM/GE MONEY	computer network cord	0514AMAZ2	05/27/2014	38.97	06/14
251-555511-324	MEMBERSHIP DUES						
	5827	AMERICAN LIBRARY ASSOCIATION	ALA Schnupp Membership	0514ALA	05/27/2014	133.00	06/14
251-555511-327	MATERIALS						
	300	BAKER & TAYLOR	BAKER & TAYLOR LIBRARY MATERIA	2029380175	05/27/2014	2,669.15	06/14
	302	BAKER & TAYLOR CONT. SERVICE	BAKER & TAYLOR LIBRARY MATERIA	5013083448	05/27/2014	211.43	06/14
	908	CRABTREE PUBLISHING COMPANY	CHILDREN'S MATERIALS	460962	05/27/2014	192.00	06/14
	1277	SEBCO BOOKS	Sebco-Library Materials	171818	05/27/2014	21.60	06/14
	1561	CENTER POINT LARGE PRINT	Large Print Material	1171196	05/27/2014	257.04	06/14
	2029	MILWAUKEE MAP SERVICE, INC.	Milw Map Service -Library Reference Ma	352407	05/27/2014	88.00	06/14
	3387	WI TAXPAYERS ALLIANCE	LIBRARY REFERENCE MATERIALS	0514WTA	05/27/2014	21.95	06/14
	3529	RECORDED BOOKS LLC	LANDMARK PLAYWAYS	74926367	05/27/2014	321.80	06/14
	3529	RECORDED BOOKS LLC	LANDMARK BODD	74938556	05/27/2014	299.95	06/14

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	4072	MICROMARKETING ASSOCIATES	MICROMARKETING LIBRARY MATER	524266	05/27/2014	261.64	06/14
	4072	MICROMARKETING ASSOCIATES	MICROMARKETING LIBRARY MATER	526956	05/27/2014	554.14	06/14
	4242	GREY HOUSE PUBLISHING	Library Reference Materials	890228	05/27/2014	364.50	06/14
	5630	AMAZON.COM/GE MONEY	AMAZON .COM LIBRARY MATERIALS	0514AMAZ1	05/27/2014	147.34	06/14
	7607	MIDWEST TAPE, LLC	MIDWEST TAPE LIBRARY DVD'S & CI	91873814	05/27/2014	2,080.09	06/14
	7607	MIDWEST TAPE, LLC	MIDWEST TAPE LIBRARY DVD'S	91873817	05/27/2014	254.91	06/14
	8037	MIDAMERICA BOOKS	MIDAMERICA BOOKS LIBRARY MATE	308504	05/27/2014	512.70	06/14
	8162	DISNEY EDUCATIONAL PRODUCTION	Disney Educational Productions dvd's	0514OP	05/27/2014	209.90	06/14
						8,468.14	*
Total FUND EXPENSES						13,062.99	
Total LIBRARY OPERATIONS FUND						13,062.99	
470-515100-801	2012 3.19M 2 Yr Street Project						
	4217	KAPUR & ASSOCIATES, INC.	14.0100.01 2014 Burlington Streets	82200	05/15/2014	5,633.50	06/14
Total 470-515100						5,633.50	
Total CAPITAL PROJ - INFRASTRUCTURE						5,633.50	
501-514900-000	ADMINISTRATIVE EXPENSES						
	8222	LABYRINTH HEALTHCARE GROUP	Monthly fee for Advocacy Serv	21105	05/20/2014	161.20	06/14
Total ADMINISTRATIVE						161.20	
Total SELF INSURANCE FUND						161.20	
621-181000	CONSTRUCTION IN PROGRESS						
	8641	STAAB CONSTRUCTION CORP.	PHASE II-WWTF UPGRADES & IMPRO	05/22/14 PMNT 19	05/22/2014	65,422.28	06/14
621-575740-159	CLOTHING ALLOWANCE						
	117	ALSCO	ALSCO WWTP Cust # 012230 (split)	IMIL810472	05/07/2014	75.37	06/14
	117	ALSCO	ALSCO WWTP Cust # 012230 (split)	IMIL812951	05/14/2014	123.79	06/14
	117	ALSCO	ALSCO WWTP Cust # 012230 (split)	IMIL815412	05/21/2014	75.37	06/14
						274.53	*
621-575740-211	MEDICAL PHYSICALS						
	4154	AURORA HEALTH CARE	Acct #600003826 - Weithaus, C	124155851	05/08/2014	50.00	06/14
621-575740-240	FUEL, OIL AND LUBRICANTS						
	2000	MIKE'S REPAIR SERVICE	Mike's Repair WWTP Tanker # 72	23686	05/07/2014	94.00	06/14
621-575740-242	REPAIR, MAINTENANCE VEHICLES						
	2000	MIKE'S REPAIR SERVICE	Mike's Repair WWTP Tanker # 72	23686	05/07/2014	221.00	06/14
621-575740-244	REPAIRS, MAINT EQUIPMENT						
	117	ALSCO	ALSCO WWTP Cust # 012230 (split)	IMIL810472	05/07/2014	10.02	06/14

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
	117	ALSCO	ALSCO WWTP Cust # 012230 (split)	IMIL812951	05/14/2014	10.02	06/14
	117	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL812952	05/14/2014	107.84	06/14
	117	ALSCO	ALSCO WWTP Cust # 012230 (split)	IMIL815412	05/21/2014	10.02	06/14
	1140	ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEMICAL WWTP	547848	05/09/2014	511.16	06/14
	1416	HALVERSON OVERHEAD DOOR CO.	serviced overhead doors & openers	0086728-IN	05/14/2014	1,994.95	06/14
	1951	MENARDS	MENARDS WWTP	49800	04/29/2014	25.98	06/14
	1951	MENARDS	MENARDS WWTP ACCT #32120265	51031	05/16/2014	52.45	06/14
	2590	REINEMANS, INC.	Reinemans - WWTP	51802	05/13/2014	6.33	06/14
	5164	DONERITE JANITORIAL SERV INC.	DoneRite Janitorial Cleaning for WWTP	2536	05/20/2014	960.00	06/14
	5177	KETTER'S LLC	Conference Room	050814	05/08/2014	624.17	06/14
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP	264076	05/05/2014	19.57	06/14
	8506	GMS	GMS - labor A/C in main office WWTP	2350	05/19/2014	90.00	06/14
	8773	AMSOIL INC	Amsoil - WWTP Supplies	15463885 RI	05/14/2014	2,356.53	06/14
						6,779.04	*
621-575740-245	GROUND IMPROVEMENTS						
	620	BURLINGTON GARDEN CENTER	BURLINGTON GARDEN CENTER WW	10840	05/19/2014	23.97	06/14
	5477	BUMPER TO BUMPER	BUMPER TO BUMPER WWTP	264748	05/15/2014	16.82	06/14
						40.79	*
621-575740-247	WWTP-RESERVE PLANT REPLACEMENT						
	20	A TO Z REFRIGERATION	A TO Z REFRIGERATION ICE MACHIN	84725	05/15/2014	2,482.50	06/14
621-575740-248	PLANT OPERATION						
	1513	INLAND POWER GROUP	INLAND DETROIT DIESEL WWTP GEI	1443077-00	05/02/2014	1,115.25	06/14
	1951	MENARDS	MENARDS WWTP	50030	05/02/2014	79.98	06/14
						1,195.23	*
621-575740-249	LABORATORY						
	117	ALSCO	ALSCO WWTP Cust # 012230 (split)	IMIL810472	05/07/2014	4.71	06/14
	117	ALSCO	ALSCO WWTP Cust # 012230 (split)	IMIL812951	05/14/2014	4.71	06/14
	117	ALSCO	ALSCO WWTP Cust # 012231 (split)	IMIL812952	05/14/2014	55.41	06/14
	117	ALSCO	ALSCO WWTP Cust # 012230 (split)	IMIL815412	05/21/2014	4.71	06/14
	936	CULLIGAN OF BURLINGTON	CULLIGAN WWTP	500X01226706	04/30/2014	42.25	06/14
	1140	ELKHORN CHEMICAL & PACKAGING	ELKHORN CHEMICAL WWTP	547848	05/09/2014	34.73	06/14
	2180	NCL OF WISCONSIN, INC	NCL OF WISCONSIN CHEMICALS WV	338364	05/12/2014	539.45	06/14
						685.97	*
621-575740-254	SLUDGE REMOVAL						
	1040	AQUACHEM OF AMERICA INC	WWTP -Polymer	707AQ	05/05/2014	1,250.00	06/14
621-575740-310	OFFICE SUPPLIES, POSTAGE						
	8696	CANON SOLUTIONS AMERICA, INC	Copier - WWTP Serial FRU35325	4012867265	05/11/2014	42.90	06/14
621-575740-342	DISINFECTION ULTRA VIOLET						
	5331	MULCAHY/SHAW WATER, INC	MULCAHY/SHAW WWTP SUPPLIES	318879	05/06/2014	254.74	06/14
621-575740-353	REPAIR & MAINT LIFT STATIONS						
	1951	MENARDS	MENARDS WWTP	49800	04/29/2014	190.68	06/14
	1951	MENARDS	MENARDS WWTP	51241	05/19/2014	6.98	06/14
						197.66	*
621-575740-374	SAFETY						
	3593	WI RURAL WATER ASSOCIATION	Consolidated Safety Annual Refresher T	2377	05/02/2014	377.81	06/14
	7473	CINTAS FIRST AID & SAFETY 445	CINTAS FIRST AID & SAFETY WWTP	5001223783	05/08/2014	33.53	06/14
						411.34	*
Total WASTEWATER FUND EXPENSES						13,979.70	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
Total WASTEWATER OPERATIONS FUND						79,401.98	
622-501070-000	WORK IN PROGRESS						
	4067	E H WACHS COMPANY	ERV-750 Automated Valve Operator & F	INV097119	05/08/2014	20,920.00	06/14
Total 622-501070						20,920.00	
622-506250-000	MAINTENANCE-SUPPLIES						
	5209	GLOBAL EQUIPMENT COMPANY	GLOBAL EQUIP WATER DEPT SUPPL	106687426	04/02/2014	182.11	06/14
	5209	GLOBAL EQUIPMENT COMPANY	Credit	106764677	04/25/2014	142.55	06/14
	8506	GMS	GMS - SERVICE LABOR DAMPER W/	2348	05/19/2014	698.70	06/14
						738.26	*
Total 622-506250						738.26	
622-506320-000	OPERATION SUPPLIES, EXPENSE						
	3615	NORTHERN LAKE SERVICE, INC.	NORTHERN LAKE SERVICE WATER	253988	05/12/2014	1,550.00	06/14
Total 622-506320						1,550.00	
622-506410-000	SUPPLIES						
	1951	MENARDS	MENARDS WATER DEPT	50898	05/14/2014	29.99	06/14
Total 622-506410						29.99	
622-506510-000	MAINS, WATER BREAKS-SUPPLIES						
	1138	Locators & Supplies, Inc	Supplies - Water Dept	0222696-IN	05/01/2014	407.23	06/14
	1138	Locators & Supplies, Inc	4" Transmitter Clamp - Water Dept	0222727-IN	05/02/2014	366.19	06/14
						773.42	*
Total 622-506510						773.42	
622-506520-000	SERVICE-SUPPLIES						
	3070	WANASEK CORPORATION	1233 Olivia Ct Curb Stop Repair	3613	05/13/2014	2,216.71	06/14
Total 622-506520						2,216.71	
622-509030-000	OFFICE SUPPLIES						
	117	ALSCO	ALSCO Water Cust # 025570	IMIL810471	05/07/2014	28.13	06/14
	117	ALSCO	ALSCO Water Cust # 025570	IMIL812950	05/14/2014	28.13	06/14
	117	ALSCO	ALSCO DPW - Water	IMIL815411	05/21/2014	28.13	06/14
						84.39	*
Total 622-509030						84.39	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	Inv Date	Amount	Period
622-509210-000	OFFICE SUPPLY						
	555	BURLINGTON AREA SCHOOL DIST.	BASD WATER PAPER	052014	05/20/2014	71.79	06/14
Total 622-509210						71.79	
622-509250-000	EDUCATION-SUPPLIES						
	3593	WI RURAL WATER ASSOCIATION	Consolidated Safety Annual Refresher T	2377	05/02/2014	117.94	06/14
Total 622-509250						117.94	
622-509260-000	EMPLOYEE REIMBURSEMENT						
	4154	AURORA HEALTH CARE	Acct #600003826 - Barr, Richard	124155788	05/08/2014	50.00	06/14
Total 622-509260						50.00	
622-509350-000	GENERAL PLANT-SUPPLIES						
	117	ALSCO	ALSCO DPW - Water	IMIL815410	05/21/2014	8.46	06/14
	1951	MENARDS	MENARDS WATER SUPPLIES	50753	05/12/2014	51.93	06/14
	5164	DONERITE JANITORIAL SERV INC.	DONERITE JUNE CLEANING DPW	2535	05/20/2014	320.00	06/14
	8506	GMS	GMS - parts and labor pk boiler	2349	05/19/2014	72.00	06/14
						452.39	*
Total 622-509350						452.39	
Total WATER UTILITY FUND						27,004.89	
623-575740-298	CONTRACT SERVICES						
	5538	MEISNER, GARY	GARY MEISNER JUNE BILLING	JUNE 2014	06/03/2014	309.00	06/14
Total 623-575740						309.00	
Total AIRPORT FUND						309.00	
Grand Total:						153,817.55	

Dated: _____

Motion for Approval by: _____

Motion Seconded by: _____

Emp No	Name	21-01 MISC REIMB Emp Amt	22-00 MOVING EXP Emp Amt	-00 Emp Amt	23-01 MILEAGE Emp Amt	23-02 MEALS Emp Amt	23-03 OTHER TRAV Emp Amt	Total Amounts
100011260	SCHERRER, PATRICK J.	.00	.00	.00	123.20	68.00	.00	191.20
100011286	RAEBEL, DOREEN	.00	.00	.00	31.19	.00	.00	31.19
100011287	DEQUAKER, STEVEN J.	.00	.00	.00	49.28	.00	.00	49.28
100081122	FALK, GAYLE A	.00	.00	.00	71.68	36.00	.00	107.68
100081162	MCCARTHY, TAMARA A.	.00	.00	.00	31.92	.00	.00	31.92
100081172	PARRETT, COURTNEY A.	33.66	.00	.00	.00	.00	.00	33.66
Grand Totals:	6 Employees	33.66	.00	.00	307.27	104.00	.00	444.93



CITY OF BURLINGTON

City Clerk

300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Agenda Item Number: 10	Date: June 3, 2014
Submitted By: Diahn Halbach, City Clerk	Subject: Licenses & Permits

OPERATOR'S LICENSES RECOMMENDED FOR APPROVAL

See attached

SPECIAL EVENTS PERMIT

Financial Remarks:

Applicants are charged a fee of which a portion funds the background checks performed by the Police Department. Business license fees are calculated on a case by case basis depending on the type of license applied for.

Executive Action:

Staff recommends the Common Council accept the presented licenses at the June 3, 2014 Common Council meeting.

ISSUING FOR NEW LICENSE YEAR BEGINNING JULY 1, 2014

1. Bauman	Annette	Darlene	41. Licht	Megan	Kay
2. Bedford	Breeanna	E.	42. Ligman	James	Allen
3. Beix	Timothy	James	43. Lois	Bernard	Melvin
4. Belau	Stephen	Robert	44. Lopez	Ava	L.
5. Betancourt	Amy	Stephanie	45. Lutz	Constance	Louise
6. Blank	Gary	Lee	46. Manley	Laureen	Elizabeth
7. Chamberlin	Kelly	N.	47. McFarland	Lindsay	K.
8. Clark	Colleen	J.	48. Merten, Jr.	John	R.
9. Colainni	Arthur	Ronald	49. Meyer	Steven	Edward
10. Corbett	Sandra	Lynn	50. Milatz	William	Warren
11. Crandall	Cody	Christopher	51. Morris	Brett	Robert
12. Doleshal	Nicole	Colleen	52. Murphy	Erin	Marie
13. Downey	Erica	Ruth	53. Mutter	Anthony	James
14. Ebbers	Taylor	Rose	54. Papineau	Sarah	M.
15. Ebert	June	Ann	55. Pedone	Vincenza	N.
16. Fait	Amanda	Loretta	56. Pelican	Nancy	LaRue
17. Favell	Sarah	Margaret	57. Pelletieri	Kari	Lynn
18. Fernandez	Scott	Joseph	58. Peters	Andrea	Lindsey
19. Fortin	Kimberly	Ann	59. Pulczynski	Tammy	J.
20. Gauthiér	Debra	Kay	60. Remer	Nicole	Marie
21. Gerstung	Amber	Leigh	61. Rich	Heather	Marie
22. Golon	Adam	Francis	62. Richard	Amanda	Catherine
23. Gonzalez	Zenaida		63. Rivera	Marilyn	Kay
24. Gorn	Rachel	J.	64. Roedema	Jessica	Michelle
25. Grace	Elizabeth	Anne	65. Ronkoski	Deborah	S.
26. Hanson	Natashia	Marie	66. Sailors	Elaine	C.
27. Harris	Christine	Mychele	67. Salinas	Paula	
28. Hawley	Ivy	Leigh	68. Schiller	Kathleen	Ann
29. Hegeman	Margaret	Mary	69. Schram	Shallin	Rose
30. Held	Maggie	Mae	70. Schultz	Margaret	M.
31. Herrera	Juan	M.	71. Schweiger	Katrina	Alayne
32. Jarvis	Katherine	Margaret	72. Sekey	Jodi	Lee
33. Jauregui	Rose	Stephanie	73. Spencer	Janice	Marie
34. Johnson	Shuree	Carlia	74. Taylor	Richard	H/
35. Klein	Steven	Edward	75. Teumer	Jennifer	Lynn
36. Knoedler	Jeni	Beth	76. Uhlenhake	Dorothy	Mary
37. Krauder	Christina	Marie	77. Wiemer	Ali	M.
38. Kresken	Crystal	Rose	78. Zavaleta	Olga	
39. Krueger	Geraldine	Mae	79. Andrews	Kelly	M.
40. Kulick	Christina	Jean	80. Arndt	Wendy	Ann

ISSUING FOR NEW LICENSE YEAR BEGINNING JULY 1, 2014

81.	Bandoli	Theresa	A.
82.	Becker	Catherine	Melissa
83.	Blawat	Chelsey	Marie
84.	Bogrand	Lisa	Lynn
85.	Cowick	Jeremy	Kenneth
86.	Glaser	Todd	K.
87.	Goldschmidt	Elizabeth	Margaret
88.	Gutowski	Brianne	
89.	Holbek	Patti	A.
90.	Hughes	Kara	Faye
91.	Kling	Kevin	Robert
92.	Koch	John	Hugo
93.	Koldeway	Rosalie	Ellen
94.	Kozelou	Debra	Ann
95.	Kringer	Anthony	Stephen
96.	Licht	Bobbie	J.
97.	Linden	Chrisandra	Ann
98.	Ludtke	Elizabeth	Matilda
99.	Maccaux	Brenda	Sue
100.	Machajewski	Alycia	Marie
101.	Mahoney	David	
102.	McRae	Pamela	Rae
103.	Nevitt	Ken	Eric
104.	Noble	Lynn	Alice
105.	Purvy	Richard	John
106.	Richter	Scott	Lawrence
107.	Richter-Huber	Susan	Marie
108.	Robers	Steven	Eric
109.	Rottier	Holly	A.
110.	Ryan	James	Timothy
111.	Schiller	Sandra	K.
112.	Schneider	Khiyl	Nevin
113.	Sheard	Michael	Lee
114.	Singh	Manjit	
115.	Skrundz	Vincent	Nels
116.	Squire	Kenneth	George
117.	Thomas	Daniel	R.
118.	Waite	Emily	Marie
119.	Waite	Juli	Lyn
120.	Washington	Kodirico	Tyshann
121.	Wiltsey	Gary	Lee
122.	Zirzow	Todd	William



CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Item Number: 12A	Date: June 3, 2014
Submitted By: Kevin Lahner, City Administrator	Subject: A Public Hearing for Ordinance 1982(1) to consider amending Chapter 315-31F regarding rear yard setbacks in the M-2 District.

Details:

A Public Hearing has been scheduled to hear comments and concerns from the public regarding an ordinance to decrease the rear yard setback limitation to 15 feet as opposed to the current 25 foot requirement in the M-2 General Manufacturing District. Several business owners in the Burlington Industrial Park have expressed their desire to expand their buildings but are limited due to the setback requirements and narrow lots. This text amendment would give business owners more flexibility in design to expand.

This amendment only reflects properties that abut another M-2 District parcel, mainly properties within the industrial park. Properties zoned M-2 that abut another zoning district will continue to have the 25 foot rear yard setback.

Options & Alternatives:

For public comment only.

Financial Remarks:

None.

Executive Action:

This item was a Public Hearing at the June 3, 2014 Common Council meeting.

STATE OF WISCONSIN

COUNTY OF RACINE

The Common Council in and for the City of Burlington

**NOTICE OF PUBLIC HEARING
FOR AMENDING THE CODE OF THE CITY OF BURLINGTON**

To Whom It May Concern:

NOTICE is hereby given that the Common Council of the City of Burlington proposes to amend **SECTION 315-31F AND APPENDIX A** of the Zoning Ordinance entitled "Setback and Yards" in the M-2 General Manufacturing District.

Chapter 315 of the Municipal Code of the City of Burlington, Racine County, Wisconsin, Zoning, detailed amendment proposals are as follows:

- To create Section 315-31F(4) to allow a rear yard setback of no less than 15 feet in the M-2 General Manufacturing District when a parcel abuts another M-2 General Manufacturing District parcel and to amend Appendix A to reflect the same.

THIS ORDINANCE MAY HAVE THE EFFECT OF CHANGING THE ALLOWABLE USE OF THE PROPERTIES IN THE M-2 GENERAL MANUFACTURING DISTRICT. A MAP OF THE ZONING DISTRICTS IS ON FILE AND AVAILABLE FOR VIEWING CITY HALL.

Chapter 315 of the Municipal Code of the City of Burlington shall be amended as necessary to reflect these changes, with the remainder of Chapter 315 remaining without change and in full force and effect. A copy of this ordinance is on file and available for viewing at City Hall.

NOTICE IS FURTHER GIVEN that a Public Hearing on the above matter will be held by the Common Council in the Council Chambers at the Police Department, 224 East Jefferson St., City of Burlington on:

TUESDAY, JUNE 3, 2014 DURING THE MEETING OF THE COMMON COUNCIL SCHEDULED TO BEGIN AT 6:30 P.M. OR SHORTLY THEREAFTER

to hear any persons objecting to, or in support thereof, on the above mentioned matter.

Dated at Burlington, Wisconsin, this 12th day of May, 2014.

Kevin M. Lahner, City Administrator

*Published in the **Burlington Standard Press**
May 15 and 22, 2014*



CITY OF BURLINGTON

Finance Department

300 N. Pine Street, Burlington, WI 53105
(262) 342-1170 – (262) 342-1178 fax
www.burlington-wi.gov

Common Council Item Number: 13 A	Date: May 6, 2014
Submitted By: Steve DeQuaker, Treasurer	Subject: Resolution 4672(6) to approve an Engagement Letter with Patrick Romenesko, SC for a Single Audit of the Clean Water Fund loan.

Details:

In 2013, the Clean Water Fund loan #5096-09 payout was \$3,739,550.24. These funds are for the Plant Upgrades at the Waste Water Treatment Plant.

This loan is funded with Federal dollars and as such, is subject to additional requirements. According to IRS regulations, payouts of over \$500,000 are subject to a Single Audit, per OMB Circular A-133, Audits of States, Local Governments and Non-Profit Organizations.

Pat Romenesko, SC has submitted an engagement letter to perform this Single Audit. The cost of this audit is the same as the Single Audit performed in 2013 for the 2012 expenditures of the same loan.

The Single Use audit will be \$3,000.

The 2015 Budget year will also require a Single Audit of this loan as the expenditures in 2014 will more than likely exceed the \$500,000 cap.

Options & Alternatives:

This is a requirement of the IRS. Since payouts were over the threshold, a Single Audit must be performed. Since Pat Romenesko has been engaged to complete the 2013 General Audit, staff recommends Mr. Romenesko also be engaged to perform the Single audit.

Financial Remarks:

The cost of \$3,000 for the Single Audit will come from Accounting & Auditing in the Finance department budget and Water / Sewer Utility contract services. This expenditure was included in the 2014 Budget

Executive Action:

This item was discussed at the May 6, 2014 Committee of the Whole meeting and is placed on the May 20, 2014 Common Council meeting for consideration.

Resolution No. 4672(6)
Introduced by Committee of the Whole

**A RESOLUTION APPROVING A LETTER OF ENGAGEMENT WITH
PATRICK ROMENESKO, C.P.A. FOR A SINGLE AUDIT IN
THE AMOUNT OF \$3,000**

WHEREAS, the City of Burlington is required by law to participate in an annual audit of its accounts; and,

WHEREAS, Patrick W. Romenesko, CPA, is a licensed and fully qualified Certified Public Accountant in the State of Wisconsin and has previously performed these auditing services for the City of Burlington in a satisfactory and timely manner; and,

WHEREAS, the State Trust Fund Clean Water Fund Loan pay outs in 2013 are subject to a Single Use Audit, per Internal Revenue Service OMB Circular A-133, Audits of States, Local Governments and Non-Profit Organizations; and,

WHEREAS, a letter of engagement was received from Patrick W. Romenesko to conduct the Single Audit per regulations set forth in the Federal Single Audit Act in the amount of \$3,000.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County and Walworth County, State of Wisconsin approves acceptance of auditing services from Patrick W. Romenesko, S.C. for the Single Audit of the Clean Water Fund Loan in the amount of \$3,000.

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to execute this agreement on behalf of the City.

Introduced: May 20, 2014
Adopted: _____

Robert Miller, Mayor

Attest:

Diahn Halbach, City Clerk



WISCONSIN DEPARTMENT OF
ADMINISTRATION

SCOTT WALKER
GOVERNOR

MIKE HUEBSCH
SECRETARY

DOA - Capital Finance, 10th Floor
Environmental Improvement Fund
P. O. Box 7864
Madison, WI 53707-7864
Fax 608.266.7645 TTY 608.267.9629
www.doa.state.wi.us/debf/scf/

October 24, 2013

STEVE DEQUAKER
CITY OF BURLINGTON
300 N PINE ST
BURLINGTON, WI 53105

Re: 2013 Federal Single Audit Report

Dear Mr. DeQuaker:

This letter is to advise you that the Environmental Improvement Fund loan(s) listed below are subject to the Federal Single Audit requirement if more than \$500,000 of disbursements that originated from federal funds are disbursed in calendar year 2013.

Year-to-Date Disbursement(s) for the calendar year 2013:

<u>DNR Project #</u>	<u>Closeout Date</u>	<u>Federal Disbursement to Date</u>
5096-09	None	<u>\$3,739,550.24</u>
Total Y-T-D Federal Disbursements for 2013:		\$3,739,550.24

We are sending this letter to you now so that you can consider this subject in your municipal planning and budgeting process for audit services. In January 2014, we will send you (and your Audit firm) a final listing of all Federal disbursements for the year. At that time we will confirm, based on the amount disbursed in 2013, whether the municipality must engage a CPA to generate a Federal Single Audit Report.

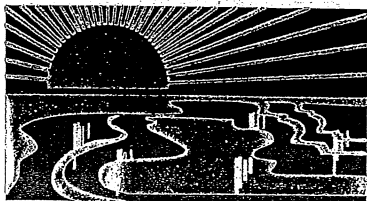
A copy of this letter is being sent to the audit firm last shown in our records as being your auditor. The firm is:

PATRICK ROMENESKO, SC
PO BOX 508
LAKE GENEVA, WI 53147

If you have any questions please call me at (608) 266-0739 or call your auditor. Thank you for your cooperation.

Sincerely,

Aaron Heintz
Capital Finance Officer



Patrick W. Romenesko, S.C.
CERTIFIED PUBLIC ACCOUNTANT

1001 Host Drive • P.O. Box 508 • Lake Geneva, Wisconsin 53147
Telephone 262/248-0220 • Facsimile 262/248-8429

Addendum to City Audit Engagement Letter Dated September 24, 2013

April 21, 2014

The City Council and Administration
City of Burlington
300 N. Pine Street
Burlington, Wisconsin 53105

CLIENT'S COPY

Ladies and Gentlemen:

Subsequent to authorization of my engagement letter for the audit of the city's financial statements for the year ended December 31, 2013, the city was notified by the State of Wisconsin that federal funds were passed through the state and remitted to the city creating the need for a federal "Single Audit". This letter updates and amends the original engagement letter dated September 24, 2013 to include required language resulting from the additional auditing procedures necessary to comply with the Single Audit Act.

I am pleased to confirm our understanding of the services I am to provide the City of Burlington for the year ended December 31, 2013. I will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements, of City of Burlington as of and for the year ended December 31, 2013.

I have also been engaged to report on supplementary information that accompanies City of Burlington's financial statements. I will subject the following supplementary information to the auditing procedures applied in my audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- 1) Schedule of expenditures of federal awards.
- 2) Detailed budget and actual statements.
- 3) Nonmajor funds statements.

Audit Objectives

The objective of my audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The reports on internal control and compliance will each include a statement that the report is intended solely for the information and use of management, the body or individuals charged with governance, others within the entity specific legislative or regulatory bodies, federal awarding agencies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

My audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, and will include tests of accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures I consider necessary to enable me to express such opinions and to render the required reports. If my opinions on the financial statements or the Single Audit compliance opinions are other than unqualified (unmodified), I will discuss the reasons with you in advance. If, for any reason, I am unable to complete the audit or are unable to form or have not formed opinions, I may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. Management is also responsible for identifying government award programs and understanding and complying with the compliance requirements, and for preparation of the schedule of expenditures of federal awards in accordance with the requirements of OMB Circular A-133. As part of the audit, I will assist with preparation of your financial statements, schedule of expenditures of federal awards, and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements, schedule of expenditures of federal awards, and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the written representation letter my assistance with preparation of the financial statements and schedule of expenditures of federal awards and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services I provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements. You are also responsible for the selection and application of accounting principles; for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Burlington and the respective changes in financial position and, where applicable, cash flows in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to me and for ensuring that management is reliable and financial information is reliable and properly recorded. You are also responsible for providing me with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that I may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom I determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to me in the written representation letter that the effects of any uncorrected misstatements aggregated by me during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing me about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing me of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan.

You are responsible for preparation of the schedule of expenditures of federal awards in conformity with OMB Circular A-133. You agree to include my report on the schedule of expenditures of federal awards in any document that contains and indicates that I have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes my report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with my report thereon. Your responsibilities include acknowledging to me in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with OMB Circular A-133; (2) that you believe the schedule of expenditures of federal awards, including its form

and content, is fairly presented in accordance with OMB Circular A-133; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to me any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You are also responsible for the preparation of the other supplementary information, which I have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include my report on the supplementary information in any document that contains and indicates that I have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes my report thereon.

Your responsibilities include acknowledging to me in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to me any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for me previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to me corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on my current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, my audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. I will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because I will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by me, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, I will inform the appropriate level of management of any material errors or any fraudulent financial reporting or misappropriation of assets that come to my attention. I will also inform the appropriate level of management of any violations of laws or

governmental regulations that come to my attention, unless clearly inconsequential, and of any material abuse that comes to my attention. I will include such matters in the reports required for a Single Audit. My responsibility as auditor is limited to the period covered by my audit and does not extend to any later periods for which I am not engaged as auditor.

My procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. I will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of my audit, I will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Controls

My audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that I consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. My tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in my report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, I will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that I consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, my tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in my report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, I will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I will perform tests of City of Burlington's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and I will not express such an opinion in my report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that I also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. My procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of City of Burlington's major programs. The purpose of these procedures will be to express an opinion on City of Burlington's compliance with requirements applicable to each of its major programs in my report on compliance issued pursuant to OMB Circular A-133.

Engagement Administration, Fees, and Other

At the conclusion of the engagement, I will complete the appropriate sections of the Data Collection Form that summarizes my audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. I will coordinate with you the electronic submission and certification. If applicable, I will provide copies of my report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

The audit documentation for this engagement is the property of Patrick W. Romenesko, S.C. and constitutes confidential information. However, pursuant to authority given by law or regulation, I may be requested to make certain audit documentation available to your federal cognizant agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. I will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Patrick W. Romenesko, S.C. personnel. Furthermore, upon request, I may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by the U. S. Environmental Protection Agency. If I am aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, I will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Government Auditing Standards require that I provide you with a copy of my most recent external peer review report. My 2010 peer review report accompanies this letter.

My fees for these services will be based on the actual time spent at my standard hourly rates, plus travel and other out-of-pocket costs such as report reproduction, typing, postage, etc. The hourly rates of personnel assigned to your audit vary according to the degree of responsibility involved and their experience level. Invoices for these fees will be rendered each month as work progresses and are payable on presentation. My fee for the Single Audit portion of the city audit is not to exceed \$3,000.00. If the actual time on the engagement should be less than anticipated, you will be billed for that lesser amount.

City of Burlington
April 21, 2014
Page 7

I appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of my engagement. If you have any questions, please let me know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to me. I look forward to the continued opportunity to serve you.

Sincerely,



Patrick W. Romenesko
Certified Public Accountant

ACKNOWLEDGMENT:

This letter correctly sets forth the understanding of the City of Burlington.

By: _____

Title: _____ Date: _____



CITY OF BURLINGTON

Department of Public Works

Streets, Parks & Water Department
2200 S. Pine St. Burlington, WI, 53105
(262) 539-3770 – (262) 539-3773 fax
www.burlington-wi.gov

Common Council Item Number: 13 B	Date: June 3, 2014
Submitted By: Craig Workman Director of Public Works	Subject: Resolution 4673(7) to consider Task Order No. 96 for Design & Construction Services for the Utility Extensions on the west side of the City.

Details: Attached for your review and approval is Kapur and Associates Task Order No. 96 for engineering services related to the design and construction of sanitary sewer and watermain extensions on the west side of the City. These extensions will serve the proposed new Aurora Facility, as well as future expansion of the area.

The scope of service includes: Surveying and mapping the State Street route and the Beloit Pedestrian Right-of-Way route as presented in final analysis report, providing a legal description and exhibit for a water main and bike trail easement within the KW Precast property, providing detailed plans and specifications for the watermain construction in the two routes described above, providing conceptual sanitary sewer layout drawings and estimates, providing detailed plans and specifications for the construction of a force main in the State Street route described above, providing detailed plans and specifications for the construction of a new sanitary sewer lift station providing detailed plans and specifications for the construction of a new gravity sanitary sewer mains from the newly defined sanitary sewer service area to the new lift station, providing detailed plans and specifications for the reconstruction of existing gravity sanitary sewers needed to accommodate additional flow from the new sewer service area, and providing a Project Manual including an Advertisement for Bids, Instruction to Bidders, Bid Form, Bidder's Qualification Statement, Agreement, and General Conditions of Contract, Supplementary Conditions, and Special Provisions.

City staff has reviewed and recommends approval of Task Order No. 96 in the amount of \$296,039.

Options & Alternatives:

The Common Council could decide not proceed with the sanitary sewer and watermain extension on the West side of the City. However, this would not allow any type of expansion on this west side, as current sanitary and water systems end near our westerly City Limits. Council could also choose to obtain additional proposals for this work. However, Kapur is familiar with the City's existing utility network and has provided reliable, cost effective engineering services to the City for many years.

Financial Remarks:

Funding for this project will be provided through the creation of a TIF district. It is also anticipated that these costs will be shared with Aurora.

Executive Action:

This item was discussed at the May 20, 2014 Committee of the Whole meeting, and is scheduled for the June 3, 2014 Common Council meeting for consideration.

**A RESOLUTION APPROVING TASK ORDER NUMBER NINETY-SIX
WITH KAPUR AND ASSOCIATES, INC. TO PROVIDE CIVIL ENGINEERING
SERVICES FOR THE DESIGN AND CONSTRUCTION SERVICES FOR THE
UTILITY EXTENSIONS ON THE WEST SIDE OF THE CITY, FOR THE
NOT-TO-EXCEED AMOUNT OF \$296,039**

WHEREAS, the City of Burlington has entered into a master agreement for engineering services with Kapur and Associates, Inc.; and,

WHEREAS, the city has requested assistance in the engineering for the design and construction for the utility extensions on the west side of the city; and,

WHEREAS, the scope of service for this task order includes: surveying and mapping the State Street route and the Beloit Ped Right-Of-Way route as presented in final analysis report, providing a legal description and exhibit for a water main and bike trail easement within the KW Precast property, providing detailed plans and specifications for the watermain construction in the two routes described above, providing conceptual sanitary sewer layout drawings and estimates, providing detailed plans and specifications for the construction of a force main in the State Street route described above, providing detailed plans and specifications for the construction of a new sanitary sewer lift station, providing detailed plans and specifications for the construction of a new gravity sanitary sewer mains from the newly defined sanitary sewer service area to the new lift station, providing detailed plans and specifications for the reconstruction of existing gravity sanitary sewers needed to accommodate additional flow from the new sewer service area, and providing a project manual including an advertisement for bids, instruction to bidders, bid form, bidder's qualification statement, agreement, and general conditions of contract, supplementary conditions, and special provisions; and,

WHEREAS, said task order is for the not-to-exceed amount of \$296,039 and has been recommended for approval by the Director of Public Works.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that the Task Order Number Ninety-Six is hereby approved for the not-to-exceed amount of \$296,039.

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to execute Task Order Number Ninety-Six on behalf of the City.

Introduced: May 20, 2014
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach, City Clerk

**TASK ORDER NUMBER #96
CIVIL ENGINEERING SERVICES**

This Task Order is made as of April 02, 2014 under the terms and conditions established in the MASTER AGREEMENT FOR ENGINEERING SERVICES, (the Agreement), between the **City of Burlington (Owner)** and **Kapur & Associates, Inc. (Engineer)**. This Task Order is made for the following purpose:

Provide civil engineering services for the complete analysis and design for construction of water main and sanitary sewer extension to the west side of the City of Burlington (TIF #5). Design and construction documents providing a looped system serving a State Street connection and a Beloit Street connection to existing water main facilities. The sanitary sewer extension will connect into existing facilities on State Street and provide improvements to two existing sections of sanitary sewer.

Section A. – Scope of Services

Engineer shall perform the following Services:

Plan Preparation Activities

1. Survey and mapping of the State Street/Mormon Road route and the Beloit Bike/Ped Right-of-Way route as presented in the attached mapping. The State Street/Mormon Road routing shall cover the entire right-of-way limits to accommodate enough coverage for sanitary sewer design. The Beloit Street Bike/Ped Right-of-Way route shall cover a 50' width to accommodate a bike trail design as well as the water main design coverage.
2. Confirm and map accurate right-of-way/property line locations. Title search costs are not included in this task order and would be ordered by Kapur & Associates, Inc. and paid for by the City.
3. Provide a legal description and exhibit for a water main and bike trail easement within private property.
4. Review of current record drawings, create base with current sizing, inverts, field check as needed.
5. Provide detailed plans and specifications for the construction of 12-inch water main (or required size pipe from the current sizing report) for each route as described above. This will incorporate all pipe, valves, hydrants, etc. required to service the western adopted sewer service area. It is not known at this time if a booster pump will be required, if a booster pump design is to be added, an amendment for design services will be provided for review and approval.

6. Provide conceptual sanitary sewer layout drawings and estimates for construction for full build to determine most efficient layout for ultimate build conditions.
7. Provide detailed plans and specifications for the construction of an 8-inch force main (or required size pipe from the current sizing report) for State Street route described above. This will incorporate all pipe, valves, etc. required to service the western adopted sewer service area.
8. Provide detailed plans and specifications for the construction of 10-inch and 12-inch sanitary sewer gravity main from the newly defined sanitary sewer service area to the new lift station. Plans and specifications shall also cover the appropriate reconstruction limits of existing facilities needed to be upsized to accommodate additional flow from the new sewer service area.
9. Provide detailed plans and specifications for the construction of a sanitary sewer lift station providing capacity to service the newly defined sanitary sewer service area and those areas served by a secondary gravity main along State Street currently within the City's sewer service area.
10. Prepare and provide Project Manual including but not limited to Advertisement for Bids, Instruction to Bidders, Bid Form, Bidder's Qualification Statement, Agreement, and General Conditions of Contract, Supplementary Conditions, and Special Provisions.

Section B. – Schedule

Engineer shall perform the Scope of Services and deliver the related Documents according to the following schedule:

1. Provide "Preliminary Plans" to the Department of Public Works for review and comment on or before June 1, 2014.
2. Provide Final Plans and Specifications to the Department of Public Works for bid on or before July 1, 2014.

Section C. – Compensation

In return for the performance of the foregoing obligations, Owner shall pay to Engineer an amount not-to-exceed Two Hundred Ninety Six Thousand Thirty-Nine Dollars (\$296,039.00) payable according to the following terms:

A not-to-exceed amount based on the rates as listed in Attachment A of the Agreement, plus direct expenses. Cost plus services are limited to an agreed maximum figure unless amended.

Engineer may request a change to the billing hours if scope changes, beyond the control of the Engineer, resulting in an extension of the schedule or necessitates a change in personnel.

Compensation for Additional Services (if any) shall be paid by Owner to Engineer according to the hourly billing rates shown in Attachment A of the Agreement.

IN WITNESS WHEREOF, the Owner and Engineer have executed the Task Order.

Owner: City of Burlington

Engineer: Kapur & Associates, Inc.

By: _____

By: Thomas W. Foht

Signature: _____

Signature: _____

Title: _____

Title: Associate

Date: _____

Date: _____

Kapur Associates, Inc.
Summary of Staff Hours and Labor Costs
for the
City of Burlington

City of Burlington West Side Water Main and Sanitary Sewer Extension Design - Attachment A																					
TASK ORDER 96																					
CLASSIFICATION	ACT. Code	Project Manager		Project Engineer		Surveyor		Construction Project Engineer		Staff Engineer		Construction Staff Engineer		Senior Technician		Technician		Survey Crew		Total Labor	
		Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Average Hourly Wage			\$133.00		\$103.00		\$90.00		\$103.00		\$78.00		\$78.00		\$71.00		\$60.00		\$115.75		
TASK DESCRIPTION																					
Beloit Street Water Main																					
Survey/Base Mapping/RW Platting																					
Data Collection/Field Reviews																					
Plan Preparation/Review		34	\$4,522.00	58	\$5,974.00			60	\$5,400.00									98	\$11,343.50	242	\$22,707.50
										32	\$2,496.00			84	\$5,964.00					46	\$3,490.00
										92	\$7,176.00									184	\$17,672.00
State Street Water Main																					
Survey/Base Mapping/RW Platting Water/Sanitary Sewer																					
Data Collection/Field Reviews																					
Plan Preparation/Review		24	\$3,192.00	63	\$6,489.00			46	\$4,140.00									72	\$8,334.00	172	\$16,308.00
										32	\$2,496.00			12	\$852.00					44	\$3,348.00
										84	\$6,552.00									171	\$16,233.00
State Street Sanitary Sewer																					
Conceptual Full build layout																					
Plan Preparation (Gravity Mains)																					
Lift Station& Foremain Design		84	\$11,172.00	34	\$3,502.00					34	\$2,652.00			12	\$852.00					70	\$5,976.00
										64	\$4,992.00			36	\$2,556.00					154	\$13,110.00
										96	\$7,488.00			42	\$2,982.00					256	\$25,144.00
Project Manual/Administration																					
Administration																					
Advertisement/Project Manual		8	\$1,064.00	32	\$3,296.00					60	\$4,680.00									100	\$9,040.00
Attend Bid Opening		2	\$268.00	48	\$4,944.00					62	\$4,836.00									112	\$10,046.00
Post Bid Opening Activities		3	\$399.00	3	\$309.00					6	\$468.00									12	\$1,176.00
Meetings as Required										32	\$2,496.00									40	\$3,320.00
		4	\$532.00	20	\$2,060.00					20	\$1,560.00									44	\$4,152.00
Construction Management																					
Beloit Street Bike and Water Main																					
State Street Water Main										64	\$6,592.00			540	\$42,120.00					628	\$51,184.00
State Street Sewer/Lift Station										68	\$7,004.00			420	\$32,760.00					520	\$43,060.00
										72	\$7,416.00			420	\$32,760.00					524	\$43,472.00
TOTALS																					
		159	21147	432	44496	106	9540	204	21012	1994	155532			254	18034			170	19677.5	3319	\$289,439
																		Expenses:		\$6,600	
																		Project Total:		\$296,039	

Summary of Expenses			Units	Cost	Total
Estimated Expenses					
Soli Bonnos			15	\$400.00	\$6,000.00
Advertisement for Bid			1	\$600.00	\$600.00
Totals					\$6,600.00



CITY OF BURLINGTON

Department of Public Works

Wastewater Division

2100 S. Pine Street, Burlington, WI, 53105

Phone: (262) 539-3646 Fax: (262) 539-3648

www.burlington-wi.gov

Common Council Item Number: 13 C	Date: June 3, 2014
Submitted By: Craig Workman Director of Public Works	Subject: Resolution 4674(8) approving contract Change Order #4 with Staab Construction, Inc. for the Phase II - WWTP Upgrades and Improvements Project in the amount of \$-80,181.

Details:

As detailed in the attached memo, it was determined that several unforeseen contract cost adjustments need to be made to the Phase II WWTP Upgrades and Improvement Project. The items and their associated costs adjustments are as follows:

1. Biofilter Restoration (\$7,138 ADD) – This additional cost was for restoration of the concrete structure and fiberglass domes of the biofilters, which could not be estimated until the media was removed from the structure.
2. Surge Tank Allowance (\$10,000 CREDIT) – Similar to the biofilters, the interior condition of this tank was impossible to determine until the tank was taken out of service as part of the project. Once drained and cleaned, inspection found the tank to be in superior condition and no repairs were made.
3. Double Disc Pump Repair Allowance (\$1,952 CREDIT) – As part of the upgrades, several sludge pumps were replaced to match the double disc pump the City had previously purchased as a trial. Upon tear-down, the pumps were found to be in acceptable condition and no major repairs were necessary.
4. RAS VFD Location Relocated (\$5,831 ADD) –It became apparent upon the removal of the existing Return Activated Sludge VFDs that the new units would not fit in the same enclosure as planned. Upon analysis, the most cost-effective solution was to relocate the new VFDs to another space.
5. Blower Harmonic Filters (\$7,683 ADD) – As part of the project upgrades, the aeration blowers were replaced with energy efficient motors and drives. The manufacturer mistakenly supplied harmonic filters in addition to the specified equipment. These filters were project specific and of no value to the supplier, so they were left with the City at no cost. As a long-term benefit to the wastewater plant, it was decided to pay for the additional cost to install the filters.
6. Asphalt Adjustment (\$4,790 ADD) – The asphalt was replaced at the Wastewater plant on a unit-price basis. Taking advantage of favorable unit prices, small areas were adjusted to adequately replaced worn and damaged areas of heavy traffic

Details (cont'd):

7. Painting (\$16,347 CREDIT) – Adjustments to painting requirements were made as conditions dictated, resulting in an overall credit.
8. Temp Blower Wiring (\$1,037 ADD) – During the replacement of the aeration blowers with the new high efficiency compressors, at least one blower must run to maintain plant processes. Contrary to anticipated conditions, the blowers were wired in series, causing all three blowers to go out of service if one were removed. Temporary control wiring was necessary to operate the blowers in parallel.
9. Pump 4 VFD Modifications (\$9,498 ADD) – As part of the project an additional pump was installed at the Main Lift Station to support one of the most critical parts of the City's wastewater system. It became apparent during installation that the interaction with the PLC was not as originally anticipated. Modifications were necessary to ensure the logic was in place to guarantee pumps would be available to run, even in back-up mode without the VFD.
10. Final Contract Adjustments (\$87,859 CREDIT) – This line item represents a cursory review of the entire contract, including charges on previous draws against the contingency, bringing the entire project into compliance with the general and supplemental conditions.

City staff recommends approval of Change Order #4.

Options & Alternatives:

The common council could choose to deny this change order, however the items have already been completed and these prices represent the negotiated values of the work already performed or eliminated.

Financial Remarks:

This project was submitted and approved to the Clean Water Fund Loan Program. This is a final change order to close out the project and will result in a and these changes will result in a decrease of \$-80,181 to the contract price with Staab Construction, the general contractor. The final contract price will be reduced to \$7,009,604.00

Executive Action:

This item was discussed at the May 20, 2014 Committee of the Whole meeting and scheduled for consideration at the June 3, 2014 Common Council meeting.

Resolution No. 4674(8)
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING CONTRACT CHANGE ORDER #4 WITH
STAAB CONSTRUCTION, INC FOR THE PHASE II - WWTP UPGRADES AND
IMPROVEMENTS PROJECT IN THE AMOUNT OF \$-80,181**

WHEREAS, Resolution 4564(15) approved the award of bid to Staab Construction, Inc. for the Phase II - WWTP Upgrades and Improvements Project in the amount of \$7,089,785.00; and,

WHEREAS, the City of Burlington entered into a contract with Staab Construction, Inc. for said improvements on 7/11/2012; and,

WHEREAS, unforeseen issues were encountered with the Phase II - WWTP Upgrades and Improvements Project, consisting of Biofilter Restoration, Surge Tank Work, Double Disk Pump Repair, Return Activated Sludge VFD Relocation, Blower Harmonic Filter installation, Asphalt Work, Painting Work, Temporary Relocation of Blower Controls, Pump 4 VFD Modifications, and Final Contract Adjustments. These items have resulted in a \$-80,181 Change Order, a copy of which is attached hereto as "Exhibit A" and made a part hereof; and,

WHEREAS, said Change Order #4 in the amount of \$-80,181 has been recommended for approval by the City Engineer; and,

WHEREAS, the contract price including Change Order Number #4 will be reduced to the not-to-exceed amount of \$7,009,604.00.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington that Change Order One is hereby approved in the amount of \$-80,181.

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to execute Change Order #4 on behalf of the City.

Introduced: May 6, 2014
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach, City Clerk

MEMORANDUM TO THE CITY OF BURLINGTON

To: Craig Workman
From: Ryan Cardinal
Date: February 28, 2014
Re: Final Change Order for Staab Construction Corp.
Phase II – WWTF Upgrades and Improvements Project

Attached please find a copy of Change Order #4 and Justification for the closeout of **Phase II – WWTF Upgrades and Improvements** construction project. This is the final change order, totaling a **\$80,181 CREDIT** to the contract. The current contract price is \$7,089,785.00 and after all adjustments to allowances, the final contract is \$7,019,886. This change order breaks down with the following items:

1. Biofilter Restoration Allowance – This allowance was for restoration of the concrete structure of the biofilters. Prior to the project, the exterior displayed signs of age and wear and so conditions inside the tank were unknown. While the filter media was being replaced, repairs were made to the concrete as necessary, that normally would be impossible to complete while in service. Additional repairs were necessary to the fiberglass domes. The necessity only became apparent after sandblasting the original coating **\$7,138 ADD**
2. Double Disc Pump Repair Allowance – As part of the upgrades, several sludge pumps were replaced to match the double disc pump the City had previously purchased as a trial. Since this pump had several years of service and unknown interior condition, an allowance was established and the pump was sent back to the manufacturer to replace wearable parts. This restored the pump to like-new condition and matched all other new pumps. Upon tear-down, the pump was found to be in acceptable condition and no major repairs were necessary. This credit is for the portion of the allowance that was not used. **\$(1,952) CREDIT**
3. RAS VFD Location Relocated – As part of the project upgrades, the RAS VFDs were replaced. It became apparent upon the removal of the existing VFDs that the new units would not be able to be installed in the same enclosure as planned without significant changes of existing wiring that utilized similar space. Upon analysis, the most cost-effective solution was to relocate the new VFDs to another space. **\$5,831 ADD**
4. Blower Harmonic Filters – As part of the project upgrades, the aeration blowers were replaced with energy efficient motors and drives. The manufacturer mistakenly, in addition to the specified equipment, supplied harmonic filters for the drives that were not specified. These were project specific and of no value to the supplier, so they were left with the City at no cost. As a long-term benefit to the wastewater plant, City staff decided to install the filters for just installation cost. **\$7,683 ADD**
5. Asphalt Unit-Price Adjustment – The asphalt was replaced at the Wastewater plant on a unit-price basis. Taking advantage of favorable prices, small areas were adjusted to adequately replaced worn and damaged areas of heavy traffic **\$4,790 ADD**
6. Painting Unit-Price Adjustment – Several areas within the plant were painted to extend the serviceable life of the structures. At the request of City staff, several areas were added and deleted as conditions dictated. This totaled in less than total painting than originally planned. **\$(16,347) CREDIT**

7. Temp Relocate CS#2 & 3 Blower – During the replacement of the aeration blowers with the new high-efficiency motors, it was known that at least one blower always must run to maintain plant processes. Contrary to known existing conditions, the control stations for all three existing blowers were wired in series, so once one blower was removed, all three would go out of service, an unacceptable condition. Control Stations for #2 were temporarily rewired so that blower #1 could be removed and replaced while 2&3 stayed in service. Then #1 was put online so that 2&3 could be removed and replaced. **\$1,037 ADD**
8. Pump 4 VFD Modifications – As part of the upgrades, the main lift station received an additional pump to support the most critical part of the City wastewater system. It became apparent during installation that the interaction with the PLC was not as originally known to function, as with existing pumps and VFDs. These modifications ensured that the logic was in place to always have pumps available to run, even in back-up mode without the VFD. **\$9,498 ADD**
9. Final Contract Adjustments –This line item adjusts the entire contract to completion including charges on previous draws against the contingency that were found during final internal review to not be allowed per the general and supplemental conditions. **\$97,859 CREDIT**

Let me know if you have any questions or comments. Thank you!



CITY OF BURLINGTON

Fire Department

165 W. Washington Street, Burlington, WI, 53105
(262) 763-7842 – (262) 767-8602 fax
www.burlington-wi.gov

Common Council Item Number: 13 D	Date: June 3, 2014
Submitted By: Fire Chief Perry S. Howard	Subject: Resolution 4675(9) to consider approving fill in staffing for full time Fire Engineers.

Details:

The Fire Department is interested in implementing a fill in staffing program for fire engineers. Currently some unscheduled time off for Full Time Fire Engineers incurs overtime that has traditionally been filled by off duty Fire Engineers. This work time has always been compensated at the time and a half rate of overtime pay.

Recently the fire department has incurred overtime when unscheduled time off occurred such as sick time use, sick time when another employee is off on vacation, or sick time of one employee when another is scheduled off.

Some fire departments utilize their existing qualified volunteer firefighters to fill these shifts at a substantial savings to the governmental body and community. The City of Burlington Fire Department would use existing trained and certified firefighters from the ranks of their volunteers to fill these shifts at a substantial savings.

The volunteers would be paid \$12 per hour during their time as a "Fill In" staffer. This compares to an approximately \$30 per hour rate for a full-time engineer working on overtime.

The City of Burlington Fire Department would continue to see highly trained and certified (emergency medical technicians, firefighters and motor pump operators, MPO's) personnel fill these positions when needed.

Options & Alternatives:

The option is to continue our current practice and not institute cost saving or cost reduction measures for unscheduled, unplanned or planned staffing situations.

Financial Remarks:

There would be an approximately \$18 per hour savings to the City. The total savings would be dictated by the use of the program.

Executive Action:

This item was discussed at the May 20, 2014, Committee of the Whole meeting and is scheduled for the June 3, 2014 Common Council meeting for consideration.

**A RESOLUTION APPROVING A FILL IN STAFFING PROGRAM FOR FULL TIME
FIRE ENGINEERS IN THE CITY OF BURLINGTON FIRE DEPARTMENT**

WHEREAS, the City of Burlington is interested in implementing a fill in staffing program in the fire department to reduce full time fire engineer overtime costs; and,

WHEREAS, the City Council desires to reduce overtime costs associated with unplanned employee time off; and,

WHEREAS, the City of Burlington Fire Department has qualified volunteers that are capable, willing and are properly trained and certified to work occasional unscheduled shifts; and,

WHEREAS, the Fill in Staffing Program shall be utilized only to cover unplanned, unscheduled staffing arrangements that would incur overtime for regular full time employees; and,

WHEREAS, The pay rate established for all hours worked during the fill in staffing program shall be \$12.00 per hour; and,

WHEREAS, The Fill in Fire Engineer shall perform all of the same duties and responsibilities as a regular full time fire engineer as directed by superiors or the fire chief; and,

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County and Walworth County, State of Wisconsin, that the City of Burlington shall initiate Fill in Staffing Program for full time Fire Engineers

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute this agreement on behalf of the City.

Introduced: May 20, 2014
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Holbach, Deputy Clerk

City of Burlington Fill-in Staffing Program

Overview:

The Fire Department is interested in establishing a fill-in staffing program that will allow qualified volunteers with the appropriate certifications to cover for the full time fire engineers when they are off duty during times that would otherwise incur overtime costs to the City.

Recently there has been six occasions, three of them in the last month and a half, where a full time fire engineer had previously scheduled time off duty (vacation, holiday) and another full time member utilized time off (sick time) that resulted in the need to cover the assigned shift.

Current Staffing Arrangements:

The current staffing arrangements include one of three full time fire engineers on duty each day working a rotating 24 on and 48 hour off schedule. The Fire Inspector works a scheduled 40 hour work week. The fire Inspector covers for all full time members when they take holiday, vacation or sick time. Typically the full time fire engineers will ask the Inspector if he would be available to cover their shift so they can be off (vacation, holiday). The Fire Inspector reverts from a 40 hour work week to a 48 hour work week to cover available shifts. Typically shift firefighters work 24 hours on and 48 hours off. On weeks where one fire engineer would take a one-week vacation (two 24 hour shifts off) the Fire Inspector is unavailable to complete his regular scheduled inspectional duties throughout the week. At times, when the Fire Inspector is not available to work additional shifts, overtime is given to the other full time fire engineers to work assigned shifts to cover for those individuals off due to unforeseen sick time use. This has happened more frequently due to family situations, illnesses and other extenuating circumstances.

Proposed Solution

The initiation of a fill in fire engineer staffing program will allow the fire department to utilize current trained and certified volunteers to cover shifts for full time fire engineers when they are off due to unscheduled circumstances. By providing the opportunity for existing volunteers to work shifts, it will keep our members involved, interested, trained and provide experience to the individual firefighters working the fill in positions.

A study was completed to obtain staffing information as it relates to cost savings that the program could provide in addition to the appropriate hourly wage to fairly compensate the volunteer for their work efforts.

Cost Benefit

The cost benefit could be substantial if all full time fire engineer shifts are covered by a volunteer.

Full time annual leave per employee

Vacation	Holiday Sick time accrual
----------	---------------------------

Employee 1	289	80	2016
Employee 2	152	80	393
Employee 3	88	80	123
Total	529	240	2532

The inspector currently covers a total of 769 hours (529 vacation + 240 holiday) of time for all full time fire engineers. This equates to over 32, 24-hour duty shifts. Many of these shifts are covered without incurring overtime, but the lost time that the Inspector is not completing inspectional duties detracts from the mission of the fire department. The duty shifts covered that do incur overtime can be reduced to establish a cost savings to the City.

For each shift that a qualified and trained volunteer is utilized to cover for a full time fire engineer there is a potential cost saving of \$432.60 for each shift covered.

Full time regular rate \$20.35

Full time overtime rate \$30.52 x 24 hours= \$732.60

Fill in pay rate \$12.00 x 24 hours= \$288.00

Potential cost saving measures per 24 hour shift is= \$444.60

The potential cost savings could be substantial if one of the full time fire engineers request extended leave (Family Medical leave Act) or has some unforeseen situation that requires an extended period from work (illness or injury). The sick time liability of just the full time 24 hour Fire Engineers is 2532 hours.

Recommendation:

The recommendation from the fire department administrative staff is to establish a fill in fire engineer staffing program that would be used for unforeseen situations where overtime could be limited or reduced to provide a cost savings to the City of Burlington.

Staffing personnel:

The proposal includes having qualified volunteers staff varying shifts that could be 8, 10, 12, or 24 hour shifts based on the needed times of coverage. Initially the fire department will draw from the current qualified volunteers that have medical training (first responder, EMT, etc) are firefighter certified (Fire I) and have the ability to properly drive and operate the fire apparatus. The Fire Department currently has five individuals that have the desired qualifications.

Fire Department	Pay for FF/EMT	FF/DO	FF/Med	Notes
Menomonee Falls	\$12.86			Hourly for FF/DO/EMT-A
Hales Corners	\$11.50			
Rochester	\$10.50			\$0.50 increase for Certs up to \$15.00
Mukwonago	\$8.00			
Wind Lake	\$6.25			Stipen based pay. \$50 for 8 hours
Tichigan	\$6.25			Stipen based pay. \$50 for 8 hours
Paris	\$11.50			
Lake Geneva	\$15.00			Goes up to \$16.78 with seniority
Pewaukee	\$8.33		\$12.50	Stipen based pay. \$100 or \$150 for 12 hour shift
Lisbon	\$15.00			
Lannon	\$10.00			
Pleasant Prairie	\$10.00	\$11.50	\$12.50	Will pay non certified personnel minimum wage
Town of Brookfield	\$13.00	\$15.00	\$17.00	
Lake County	0		\$16.25	Only have Paramedic part-time staffing
Wales-Genesee	\$11.00			
Bristol	\$9.50			
Vernon	\$12.00		\$15.08	
All positions require EMS certification				
Pay is per hour.				





Fire Department

165 W. Washington Street, Burlington, WI, 53105
(262) 763-7842 – (262) 767-8602 fax
www.burlington-wi.gov

Common Council Item Number: 13 E	Date: June 3, 2014
Submitted By: Fire Chief Perry S. Howard	Subject: Resolution 4676(10) to consider approving an internship Program for the Fire Department

Details:

The Fire Department is interested in implementing an internship program for college students and young adults interested in enhancing their experiences in the fire service. Several organizations have used similar programs that include: Racine County (Caledonia, Rochester), Kenosha County (Pleasant Prairie), Dane County, (Maple Bluff Fire Department, Town of Madison Fire Department, Oregon Area Fire Department, Monona Fire Department, Fitchburg Fire Department), and Rock County (Edgerton Fire Department).

Fire based internship programs are designed to provide realistic, on the job fire service experiences to young adults and college students enrolled in Fire Science programs.

Current trends indicate the difficulties in recruiting and retaining qualified volunteers for emergency services. The Volunteer and Combination Officer Section of the International Association of Fire Chiefs recommends establishing early relationships with interested youths, young adults and students.

Interns are given the opportunity to serve their community, through a safe, nurturing environment, where meaningful learning experiences are developed to establish positive character traits.

Adult leadership and direction by Fire Department members includes coaching/mentoring, and leading interns in fire training processes, drills, inspections, pre-plans, work details and assignments that are indicative of current duties expected in a typical fire service setting. All interns must complete an application, interview process, medical evaluation for fitness and release forms to participate in the program.

Options & Alternatives:

The option is to continue our current practice and not institute a Fire Internship Program for young adults and college students in the community.

Financial Remarks:

There are financial impacts to the City that include training costs associated with the program such as certification classes, tests and annual medical evaluations. The internships are unpaid.

Executive Action:

This was discussed at the May 20, 2014 Committee of the Whole meeting and is scheduled for the June 3, 2014 Common Council meeting for consideration.

**A RESOLUTION APPROVING A FIRE INTERNSHIP PROGRAM UTILIZING THE
CURRENT CITY OF BURLINGTON FIRE DEPARTMENT AS THE BASE FOR
OPERATIONS**

WHEREAS, the City of Burlington is interested in implementing a Fire based Internship Program;
and,

WHEREAS, the City Council desires to implement a Fire Internship Program utilizing the Fire
Department membership to offer young adults and college students the opportunity to experience
the fire and emergency services field; and,

WHEREAS, The City of Burlington Fire Department shall establish a Fire Internship Program guided
by proven practices of other internship programs; and,

WHEREAS, said Fire Internship Program shall begin in August 2014; with the direction of Gateway
Technical College advisors and as directed by the fire department administrative team; and,

WHEREAS, The Fire Internship Program is based on the principals of career opportunities, life
skills, fire and EMS experience, character building and leadership experience for young adults and
college students; and,

WHEREAS, The Fire Internship Program will emphasize safety, learning and career opportunities
for young adults and college students; and,

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine
County and Walworth County, State of Wisconsin, that the City of Burlington shall initiate a Fire
Internship Program

BE IT FURTHER RESOLVED that the Mayor is hereby authorized and directed to execute this
agreement on behalf of the City.

Introduced: May 20, 2014
Adopted:

Robert Miller, Mayor

Attest:

Diahnn Holbach, Deputy Clerk



FIRE UP YOUR CAREER



Work in a firehouse setting gaining experience, knowledge and education to advance your career in the fire service.

Firefighter/EMT Internship Positions Available

- Gain valuable "on-the-job" experience.
- Opportunities to advance fire and EMS certifications.
- Function as a member with an active Fire & Rescue Department.

**EMT CERTIFICATION OR FIREFIGHTER I CERTIFICATION REQUIRED.
EMT AND FIREFIGHTER IS PREFERRED.**

Applications are being accepted now.
For more information call 262-763-7842 or visit www.burlington-wi.gov

City of Burlington Firefighter/EMT Internship Program

Overview:

Internships are a great way to help individuals get an edge in their chosen profession. The City of Burlington internship program could prove to be an essential step in your career goals. In today's fire service, Emergency Medical Service (EMS) has become an integral part of a firefighter's job requirements. The City of Burlington Fire Department offers both fire and EMS experience to our interns. As an intern you will have an opportunity to gain valuable "On-the Job" training while working side-by-side with career and volunteer members of the department.

Internship Requirements

- High School Diploma.
- Physically able to perform job duties.
- Medical evaluation by M.D.
- Completion of candidate interview process.
- EMT certification or Firefighter I certification is required.
- EMT certification and Firefighter I certification is preferred.

Internship Benefits

- Opportunity to earn National Registry EMS Certifications
- Opportunity to attain State of Wisconsin Fire Service Training Certifications
- Opportunity for additional Fire and EMS education including: department trainings, classes, seminars, and other professional development courses.
- Opportunity to function as a member with an active Fire & Rescue Department.
- Sleeping quarters for interns.
- Firefighter turnout gear supplied.
- Department approved uniform provided.

Internship Description

After a candidate interview process selected individuals will serve a minimum 2-year internship and be eligible for a variety of schedules:

- A rotating 24/48 shift (24 hours on duty followed by 48 hours off duty).
- A rotating 12/60 shift (12 hours on duty followed by 60 hours off duty)
- A week day, daytime shift is available for night class students
- A rotating weekend shift is available for those with other occupations

As a Firefighter/EMT intern you will experience the camaraderie of working on shift and performing assigned duties as a team. Occasionally, interns will be offered to attend special events. Examples of these events include: community block parties, department events, and countywide trainings. As an intern you will participate in basic training, as well as the department's continuing education program. Additionally, advanced certifications such as Wisconsin Firefighter II, Motor Pump Operator, Wisconsin Fire Inspector and Advanced EMS certifications can be achieved. Our internship is a chance to receive on-the-job training, experience, and life skills to help you succeed in a career in the Fire/EMS service.

Apply by contacting The City of Burlington Fire Department 262-763-7842



CITY OF BURLINGTON

Department of Public Works
Streets, Parks and Water Department
2200 S. Pine St., Burlington, WI, 53105
(262) 539-3770 – (262) 539-3773 fax
www.burlington-wi.gov

Common Council Item Number: 14 A	Date: June 3, 2014
Submitted By: Kevin M. Lahner, City Administrator	Subject: Ordinance 1982(1) to consider amending Chapter 315-31F regarding rear yard setbacks in the M-2 District.

Details:

The purpose of this text amendment is to decrease the rear yard setback limitation to 15 feet as opposed to the current 25 foot requirement in the M-2 General Manufacturing District. Several business owners in the Burlington Industrial Park have expressed their desire to expand their buildings but are limited due to the setback requirements and narrow lots. This text amendment would give business owners more flexibility in design to expand.

This amendment only reflects properties that abut another M-2 District parcel, mainly properties within the industrial park. Properties zoned M-2 that abut another zoning district will continue to have the 25 foot rear yard setback.

Financial Remarks:

There will be no additional financial cost.

Options & Alternatives:

The Council may choose to deny this request and keep the rear yard setback of 25 feet in the M-2 District.

Executive Action:

This item was discussed at the May 20, 2014 Committee of the Whole meeting, Public Hearing on June 3, 2014, Plan Commission on June 10, 2014 and is scheduled for the June 3, 2014 Common Council meeting for consideration.

**AN ORDINANCE AMENDING SECTION 315-31F "SETBACK AND YARDS"
IN THE M-2 GENERAL MANUFACTURING DISTRICT TO DECREASE THE
REAR YARD SETBACK TO 15 FEET PROVIDED A PARCEL ABUTS A
M-2 GENERAL MANUFACTURING DISTRICT PARCEL**

WHEREAS, the City of Burlington has adopted Chapter 315 "Zoning" of the City of Burlington Municipal Code to regulate land uses within the City; and,

WHEREAS, Chapter 315 "Zoning" of the City of Burlington Municipal Code is amended from time to time to adapt to a changing environment, updated technologies, and land use demands including those of commercial business land uses which are integral to the urban fabric of the City; and,

WHEREAS, it is the recommendation of the Plan Commission to add Section 315-31F(4) "Setback and Yards" in the M-2 General Manufacturing District of Chapter 315 "Zoning" of the City of Burlington Municipal Code to decrease the required rear yard setback to not less than 15 feet provided the parcel abuts another M-2 General Manufacturing District parcel; and,

WHEREAS, it is the recommendation of the Plan Commission to further amend sections Appendix A of Chapter 315 "Zoning" of the City of Burlington Municipal Code to include the rear yard setback of not less than 15 feet in the M-2, General Manufacturing District provided the parcel abuts another M-2 General Manufacturing District parcel; and,

WHEREAS, the Common Council has determined that the provision of this decrease of the rear yard setback requirement is necessary to provide for and protect a variety of suitable commercial and industrial sites in order to achieve the purpose and intent of Chapter 315 "Zoning" of the City of Burlington Municipal Code as set forth in Sections 315-3 "Purpose" and 315-4 "Intent" of Chapter 315 "Zoning" of the City of Burlington Municipal Code.

NOW THEREFORE BE IT RESOLVED that the Common Council of the City of Burlington does hereby ordain as follows:

Part I. Section 315-31F(4) "Setback and Yards" in the M-2 General Manufacturing District of Chapter 315 "Zoning" of the City of Burlington Municipal Code is hereby amended as follows:

- F(4). There shall be a rear yard not less than 15 feet when a parcel abuts another M-2 General Manufacturing District parcel.

Part II. Appendix A. The following sections in Appendix A are hereby amended as follows:

Appendix A
Summary of Area, Yard, Height and Lot Coverage Requirements

Zoning District	Minimum Lot Size			Minimum Yard Requirements			Max. Building Height (feet)
	Total Area (square feet)	Area per Family (square feet)	Lot Width at Setback (feet)	Front Yard (feet)	Side Yard (feet)	Rear Yard (feet)	
M-2 General Manufacturing District	7,200	--	60	30	10	25	50
M-2 General Manufacturing District when abutting a M-2 parcel	7,200	--	60	30	10	15	50

Part III. Plan Commission Recommendation. The Plan Commission recommended to the Common Council the adoption of this proposed amendment to Chapter 315 "Zoning" of the City of Burlington Municipal Code at its meeting held on _____.

Part IV. Public Hearing. The Common Council of the City of Burlington held a public hearing on this proposed amendment to Chapter 315 "Zoning" of the City of Burlington Municipal Code pursuant to the requirements of Section 62.23(7) of the Wisconsin Statutes and Article XII of Chapter 315 "Zoning" of the City of Burlington Municipal Code on _____.

Part V. Common Council Approval. The Common Council of the City of Burlington concurred with the recommendations of the Plan Commission and proceeded to adopt this proposed amendment to Chapter 315 "Zoning" of the City of Burlington Municipal Code at its meeting held on _____.

Part VI. Severability. If any provision of this Ordinance is found invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions of this Ordinance.

Part VII. Effective Date. This Ordinance shall take effect upon passage and adoption by the Common Council and the filing of proof of posting or publication in the Office of the City Clerk. Approved by the Common Council of the City of Burlington this _____ day of _____, 2014.

Introduced: May 20, 2014

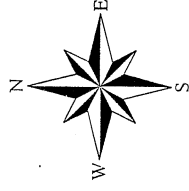
Adopted:

Robert Miller, Mayor

Attest:

Diahn C. Halbach, City Clerk

Racine County CORAGIS Project

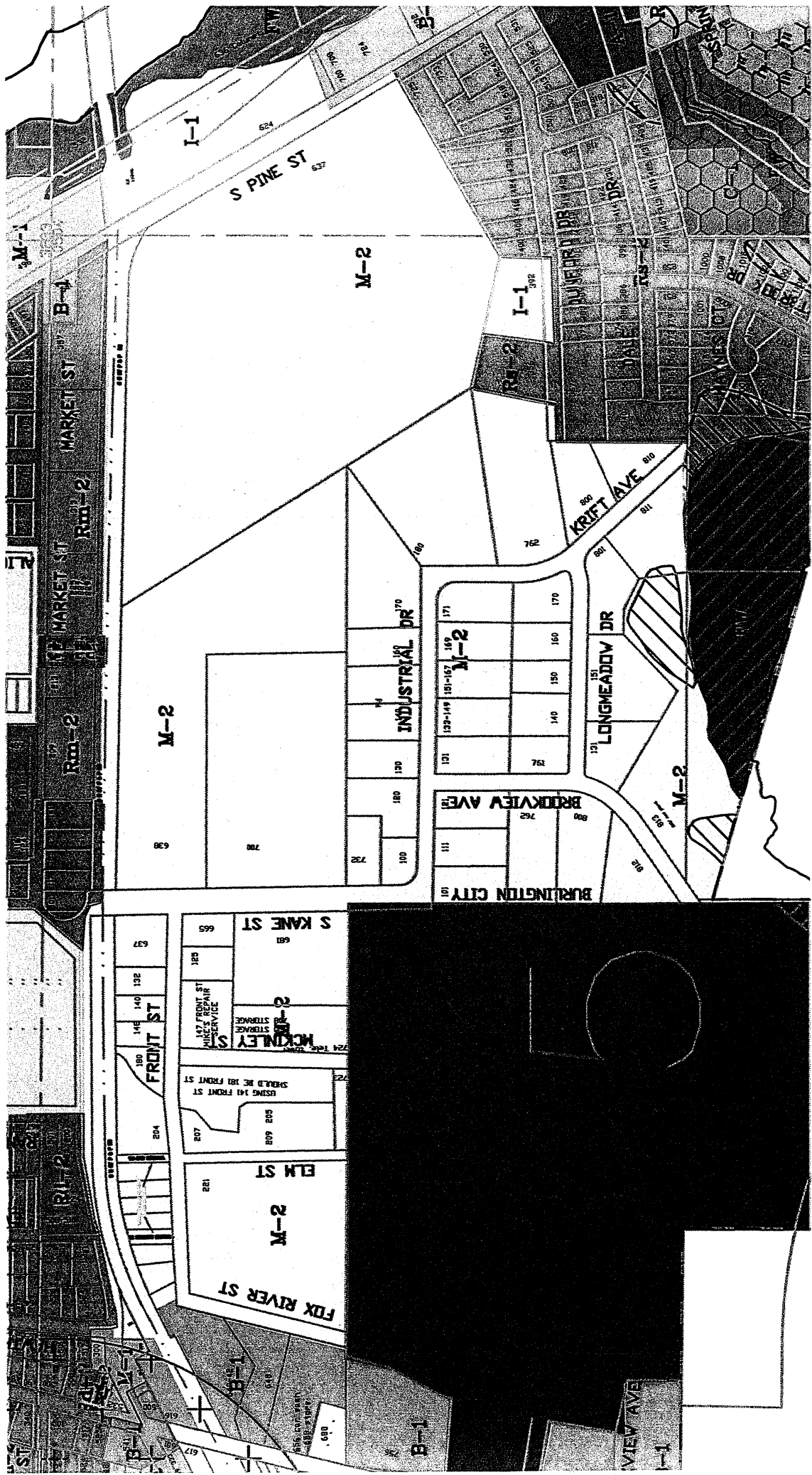


1 inch = 350 feet

Printed 5/13/2014



Disclaimer: The information and depictions herein have been produced using data available through photogrammetric means by Racine County. The information and depictions herein are for informational purposes and Racine County specifically disclaims accuracy in this production and specifically admonishes and advises that any and all depiction, measurements, distances depicted herein and as to which specific or precise accuracy is required should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means.





CITY OF BURLINGTON

Department of Public Works
Streets, Parks and Water Department
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(262) 539-3770 – (262) 539-3773 fax
www.burlington-wi.gov

Common Council Item Number: 14 B	Date: June 3, 2014
Submitted By: Kevin M. Lahner, City Administrator	Subject: Ordinance 1983(2) to amend the Aldermanic Ward designation for 5421 Mormon Road.

Details:

Property at 5421 Mormon Road was officially annexed to the City on April 2, 2014 as Ordinance 1980(14). Within the annexation ordinance, the Aldermanic Ward was designated as Ward 4, however Ward 5 is contiguous with this parcel. This ordinance merely corrects the discrepancy and places the property within the proper Ward.

Financial Remarks:

There will be no additional financial cost.

Options & Alternatives:

This ordinance is necessary to comply with state statutes.

Executive Action:

This item was discussed at the May 20, 2014 Committee of the Whole meeting and is scheduled for the June 3, 2014 Common Council meeting for consideration.

AN ORDINANCE AMENDING THE WARD DESIGNATION FOR ANNEXED PROPERTY
AT 5421 MORMON ROAD IN THE CITY OF BURLINGTON, WISCONSIN

The Common Council of the City of Burlington, Wisconsin, do ordain as follows:

SECTION 1. Territory Annexed. In accordance with §66.021 of the Wisconsin, the following described territory was annexed to the City of Burlington, Wisconsin effective April 2, 2014:

A PARCEL OF LAND BEING PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 AND PART OF THE NORTHEAST 1/4 OF THE NORTH-WEST 1/4 OF SECTION 6, TOWNSHIP 2 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE NORTHWEST CORNER OF SAID NORTHWEST 1/4 SECTION; THENCE NORTH 88°46'40" EAST ALONG THE NORTH LINE OF SAID NORTHWEST 1/4 SECTION 500.00 FEET TO THE PLACE OF BEGINNING OF THE PARCEL OF LAND HEREIN-AFTER DESCRIBED; THENCE CONTINUE NORTH 88°46'40" EAST ALONG SAID NORTH LINE OF SAID NORTHWEST 1/4 SECTION 1565.88 FEET; THENCE SOUTH 00°55'24" EAST, PARALLEL WITH THE WEST LINE OF SAID NORTHWEST 1/4 SECTION, 475.00 FEET; THENCE SOUTH 88°46'40" WEST, PARALLEL WITH THE NORTH LINE OF SAID NORTHWEST 1/4 SECTION, 2065.88 FEET TO A POINT ON THE WEST LINE OF SAID NORTHWEST 1/4 SECTION; THENCE NORTH 00°55'24" WEST, ALONG AND UPON SAID WEST LINE OF SAID NORTHWEST 1/4 SECTION, 225.00 FEET; THENCE NORTH 88°46'40" EAST, PARALLEL WITH THE NORTH LINE OF SAID NORTHWEST 1/4 SECTION, 500.00 FEET; THENCE NORTH 00°55'24" WEST, PARALLEL WITH THE WEST LINE OF SAID NORTHWEST 1/4 SECTION, 250.00 FEET TO A POINT ON THE NORTH LINE OF SAID NORTHWEST 1/4 SECTION AND THE PLACE OF BEGINNING OF SAID PARCEL. SUBJECT TO THE RIGHTS OF THE PUBLIC OVER THE WESTERLY 33 FEET THEREOF FOR ROAD PURPOSES (SPRING VALLEY ROAD). SAID LAND BEING IN THE TOWN OF BURLINGTON, COUNTY OF RACINE, STATE OF WISCONSIN, CONTAINING 19.66 ACRES.

SECTION 2. Ward Designation. The territory described in Section 1, which was originally designated as part of Ward 4 at the time of annexation, is hereby made a part of the Ward 5 of the City of Burlington, subject to the ordinances, rules and regulations of the City of Burlington governing wards.

SECTION 3. Effective Date. This ordinance shall take effect upon passage and publication as provided by law.

Introduced: May 20, 2014
Adopted:

Robert Miller, Mayor

Attest:

Diahn Halbach, City Clerk

**AN ORDINANCE ANNEXING TERRITORY LOCATED AT 5421 MORMON ROAD TO
THE CITY OF BURLINGTON, RACINE COUNTY, WISCONSIN**

The Common Council of the City of Burlington, Wisconsin, do ordain as follows:

SECTION 1. Territory Annexed. In accordance with §66.021 of the Wisconsin Statutes and the petition for direct annexation by unanimous approval filed with the City Clerk on the 10th day of February, 2014, the following described territory having a population of zero (0) and located in the Town of Burlington, Racine County, Wisconsin, is annexed to the City of Burlington, Wisconsin:

Town of Burlington Tax Key Number: 51-002-02-19-06-018-000
Population Total - 0

A PARCEL OF LAND BEING PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 AND PART OF THE NORTHEAST 1/4 OF THE NORTH-WEST 1/4 OF SECTION 6, TOWNSHIP 2 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE NORTHWEST CORNER OF SAID NORTHWEST 1/4 SECTION; THENCE NORTH 88°46'40" EAST ALONG THE NORTH LINE OF SAID NORTHWEST 1/4 SECTION 500.00 FEET TO THE PLACE OF BEGINNING OF THE PARCEL OF LAND HEREIN-AFTER DESCRIBED; THENCE CONTINUE NORTH 88°46'40" EAST ALONG SAID NORTH LINE OF SAID NORTHWEST 1/4 SECTION 1565.88 FEET; THENCE SOUTH 00°55'24" EAST, PARALLEL WITH THE WEST LINE OF SAID NORTHWEST 1/4 SECTION, 475.00 FEET; THENCE SOUTH 88°46'40" WEST, PARALLEL WITH THE NORTH LINE OF SAID NORTHWEST 1/4 SECTION, 2065.88 FEET TO A POINT ON THE WEST LINE OF SAID NORTHWEST 1/4 SECTION; THENCE NORTH 00°55'24" WEST, ALONG AND UPON SAID WEST LINE OF SAID NORTHWEST 1/4 SECTION, 225.00 FEET; THENCE NORTH 88°46'40" EAST, PARALLEL WITH THE NORTH LINE OF SAID NORTHWEST 1/4 SECTION, 500.00 FEET; THENCE NORTH 00°55'24" WEST, PARALLEL WITH THE WEST LINE OF SAID NORTHWEST 1/4 SECTION, 250.00 FEET TO A POINT ON THE NORTH LINE OF SAID NORTHWEST 1/4 SECTION AND THE PLACE OF BEGINNING OF SAID PARCEL. SUBJECT TO THE RIGHTS OF THE PUBLIC OVER THE WESTERLY 33 FEET THEREOF FOR ROAD PURPOSES (SPRING VALLEY ROAD). SAID LAND BEING IN THE TOWN OF BURLINGTON, COUNTY OF RACINE, STATE OF WISCONSIN, CONTAINING 19.66 ACRES.

SECTION 2. Effect of Annexation. From and after the date of this ordinance, the territory described in Section 1 shall be a part of the City of Burlington for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of Burlington.

SECTION 3. Zoning Classification. Upon recommendation of the Planning Commission, the territory annexed to the City of Burlington by this ordinance is permanently zoned M-2, General Manufacturing District.

SECTION 4. Ward Designation. The territory described in Section 1 of this ordinance is hereby made part of the fourth ward of the City of Burlington, subject to the ordinances, rules and regulations of the City of Burlington governing wards. The population of the property is zero.

SECTION 5. Pursuant to section 60-4 of the Code of the City of Burlington, the property set forth in Section 1 shall be added to the official map of the City of Burlington, upon the recommendation of the Plan Commission at its March 11, 2014 meeting and the public hearing held by the Common Council at its March 18, 2014 meeting.

SECTION 6. Payment to Town. Pursuant to Wis. Stat. ss. 66.0225 and 66.0305, the City of Burlington shall pay to the Town of Burlington an amount equal to the Town's mill rate for Town purposes for the year 2014, multiplied by the City's assessed value on each taxable property, multiplied by a factor of 100% for taxes collected in 2014, 80% in 2015, 60% in 2016, 40% in 2017, and 20% in 2018, pursuant to the Revenue Sharing Agreement entered into between the Town of Burlington and the City of Burlington as part of the City-Town Agreement.

SECTION 7. Severability. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION 8. It is further ordained that the Clerk shall cause this Ordinance to be published as a Class 1 notice. The Clerk shall also perform the filing requirements of Wis. Stat. s. 66.0223(1).


SECTION 9. Effective Date. This ordinance shall take effect upon passage, public hearing and publication as provided by law.

Introduced: March 18, 2014

Adopted: April 2, 2014


Robert Miller, Mayor

Attest:


Diahnn Halbach, City Clerk



CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Common Council Item Number: 14 C	Date: June 3, 2014
Submitted By: Kevin Lahner, City Administrator	Subject: Ordinance 1984(3) to consider amending the Multi-Jurisdictional Comprehensive Plan for property at 5421 Mormon Road.

Details:

This item is to consider approval of request from KW Precast, LLC to amend the Racine County Multi-Jurisdictional Comprehensive Plan at 5421 Mormon Road from “Medium Density Residential and Primary Environmental Corridor” to “Industrial and Primary Environmental Corridor”. The applicant intends to use to use the parcels industrial use.

Plan Commission recommended approval of this amendment as Resolution 17 at their May 13, 2014 meeting.

Options & Alternatives:

The Council may choose to deny this amendment request and recommend a different option from the applicant.

Financial Remarks:

There are no costs associated with this request.

Executive Action:

This was discussed at the May 20, 2014 Committee of the Whole, for Public Hearing at the May 20, 2014 Common Council meeting and for consideration at the June 3, 2014 Common Council meeting.

**ORDINANCE AMENDING THE RACINE COUNTY MULTI-JURISDICTION
COMPREHENSIVE PLAN FOR THE CITY OF BURLINGTON, WISCONSIN FOR
5421MORMON ROAD IN THE CITY OF BURLINGTON**

The City Common Council of the City of Burlington, Wisconsin, do ordain as follows:

Section 1. On July 21, 2009, the City of Burlington adopted, as Ordinance No. 1890(11) a comprehensive plan (the "Plan") pursuant to the provisions of Sections 62.23(3)(b) and 66.1001 of the Wisconsin Statutes, such Plan being formally titled "A Multi-Jurisdictional Comprehensive Plan for the City of Burlington, Wisconsin."

Section 2. Sections 62.23(3)(b) and 66.1001(4) of the Wisconsin Statutes allows the Plan to be amended, from time to time, by the City of Burlington under and pursuant to the provisions and procedures contained in such Sections 62.23(3)(b) and 66.1001(4).

Section 3. The City of Burlington wishes to so amend the Plan as expressly described below (the "Plan Amendment") and the procedures specified on Sections 62.23(3)(b) and 66.1001(4) of the Wisconsin Statutes for the Plan Amendment have been fully complied with by the City of Burlington.

Section 4. The Plan Amendment pertains to the real property (the "Real Property") located in the City of Burlington and which is more specifically described in attached Exhibit A, such Exhibit A being hereby incorporated herein by reference.

Section 5. The Common Council held a public hearing on said amendment on _____ and which public hearing was properly noticed by a Class 1 notice under Chapter 985 of the Wisconsin Statutes and was duly published at least thirty (30) days before the public hearing was held.

Section 6. The City of Burlington Common Council hereby finds and determines based, in part, upon the City plan Commission's recommendation and Plan Commission Resolution Number Seventeen dated May 13, 2014 that:

- a) The Comprehensive Plan Amendment is consistent with the goals, objectives, and policies of the Plan.
- b) The Plan Amendment will not lead to any detrimental environmental effects.
- c) The Plan Amendment is compatible with surrounding land uses.
- d) The Comprehensive Plan Amendment will not overburden existing local and County facilities and services and such facilities and services are adequate to serve the type of development associated with the Plan Amendment.
- e) The Comprehensive Plan Amendment will enhance economic development within the City and County.
- f) The Comprehensive Plan Amendment is in substantial agreement with the recommendations of the regional land use plan.

Section 7. The Comprehensive Plan is accordingly hereby amended by the adoption of the following Plan Amendment: "Real Property (described in attached Exhibit A) be changed from its current land use designation of "Medium Density Residential and Primary Environmental Corridor" in the Plan to the new land use designations of "Industrial and Primary Environmental Corridor" in the Plan to use the property for future commercial use, quarrying and mining and future industrial use.

Section 8. This ordinance shall take effect upon passage by a majority vote of the members-elect of the City of Burlington Common Council and publication or posting as required by law.

Introduced: May 20, 2014

Adopted:

Robert Miller, Mayor

Attest:

Diahnn Halbach, City Clerk

EXHIBIT A

A PARCEL OF LAND BEING PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 AND PART OF THE NORTHEAST 1/4 OF THE NORTH-WEST 1/4 OF SECTION 6, TOWNSHIP 2 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE NORTHWEST CORNER OF SAID NORTHWEST 1/4 SECTION; THENCE NORTH 88°46'40" EAST ALONG THE NORTH LINE OF SAID NORTHWEST 1/4 SECTION 500.00 FEET TO THE PLACE OF BEGINNING OF THE PARCEL OF LAND HEREIN-AFTER DESCRIBED; THENCE CONTINUE NORTH 88°46'40" EAST ALONG SAID NORTH LINE OF SAID NORTHWEST 1/4 SECTION 1565.88 FEET; THENCE SOUTH 00°55'24" EAST, PARALLEL WITH THE WEST LINE OF SAID NORTHWEST 1/4 SECTION, 475.00 FEET; THENCE SOUTH 88°46'40" WEST, PARALLEL WITH THE NORTH LINE OF SAID NORTHWEST 1/4 SECTION, 2065.88 FEET TO A POINT ON THE WEST LINE OF SAID NORTHWEST 1/4 SECTION; THENCE NORTH 00°55'24" WEST, ALONG AND UPON SAID WEST LINE OF SAID NORTHWEST 1/4 SECTION, 225.00 FEET; THENCE NORTH 88°46'40" EAST, PARALLEL WITH THE NORTH LINE OF SAID NORTHWEST 1/4 SECTION, 500.00 FEET; THENCE NORTH 00°55'24" WEST, PARALLEL WITH THE WEST LINE OF SAID NORTHWEST 1/4 SECTION, 250.00 FEET TO A POINT ON THE NORTH LINE OF SAID NORTHWEST 1/4 SECTION AND THE PLACE OF BEGINNING OF SAID PARCEL. SUBJECT TO THE RIGHTS OF THE PUBLIC OVER THE WESTERLY 33 FEET THEREOF FOR ROAD PURPOSES (SPRING VALLEY ROAD). SAID LAND BEING IN THE TOWN OF BURLINGTON, COUNTY OF RACINE, STATE OF WISCONSIN, CONTAINING 19.66 ACRES.

Tax Identification Numbers: 51-206-02-19-06-018-000

Multi-Jurisdictional Comprehensive Plan Amendment

5421 Mormon Road, Burlington, WI 53105

From Town Of Burlington Residential Unsewered/Primary Environmental Corridor
to City of Burlington Industrial/Primary Environmental Corridor

